



Established: June 3, 1961

Board of Directors Special Meeting Agenda Wednesday, August 12, 2026

6:00pm

2502 Country Club Drive
Cameron Park, CA 95682 – Social Room

Board Members

Dawn Wolfson, President

Katie Gilchrest, Vice President

Tim Israel, Director

Sidney Bazett, Director

J.R. Hichborn, Director

Mission Statement

“To preserve and enhance the quality of life and to safeguard the health, safety, and welfare of our community”

CALL TO ORDER

- Roll Call
- Pledge of Allegiance
- Moment of Silence to Honor Service Members
 - Military, Law Enforcement, Fire, Emergency Personnel
- Adoption of Agenda

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

CLOSED SESSION PUBLIC COMMENT

ADJOURNMENT TO CLOSED SESSION

CLOSED SESSION ITEMS

- A. Conference with Labor Negotiators Pursuant to Govt Code Section 54957.6**
Agency Designated Representatives: General Manager Mark Hornstra & Director
Hichborn; Employee Organization: AFSCME Council 57, Local 1

REPORT OUT OF CLOSED SESSION

GENERAL PUBLIC COMMENT

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

GENERAL BUSINESS

1. PUBLIC HEARING – APPROVE Resolution 2026-20 to Exercise Board of Director's Statutory Authority to Abate Rubbish and Weeds and Collect Costs on Properties on Which Said Rubbish and Weeds Constitute a Public Nuisance
2. APPROVE Resolution 2026-21 Designating the General Manager as Authorized Agent for Cal OES and FEMA Grant Programs and Approving Cal OES Form OES-FPD-130

BOARD OF DIRECTORS' COMMENTS & FUTURE AGENDA ITEMS

ADJOURNMENT OF MEETING

The next regularly scheduled meeting of the Cameron Park Community Services District Board of Directors is **Wednesday, August 19th at 6:30pm**, in the Social Room at 2502 Country Club Drive, Cameron Park, CA 95682

This agenda and packet items are available online at the CPCSD website:
<https://www.cameronpark.org/board-of-directors>

In compliance with the Americans with Disabilities Act, if you need special assistance or materials to participate in this meeting, please contact the Board Clerk at (530) 677-2231 or boardclerk@cameronpark.org. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and agenda materials.

Cameron Park Community Services District



Staff Report

DATE: August 12, 2026

FROM: Mark Hornstra, General Manager
Alex Bourriague, Wildfire Mitigation Coordinator

AGENDA ITEM #1: **PUBLIC HEARING – GENERAL MANAGER’S REPORT
REGARDING WEED ABATEMENT COSTS**

RECOMMENDED ACTION:

- RECEIVE AND CONSIDER General Manager’s Report Regarding Weed Abatement Costs;
- CONDUCT PUBLIC HEARING to Receive and Consider Objections from Property Owners being Assessed;
- CONFIRM REPORT BY APPROVING Resolution No. 2026-20 to Exercise the Board of Director’s Statutory Authority to Abate Rubbish and Weeds and Collect Costs on Properties on Which Said Rubbish and Weeds Constitute a Public Nuisance (Attachment 1A).

BUDGET ACCOUNT:	DEPT 8000 FIRE PREVENTION/WILDFIRE MITIGATION
BUDGET IMPACT:	\$48,009.32 to be recovered from property owners by levying abatement costs against property

BACKGROUND

The Wildfire Mitigation Coordinator initiated the Cameron Park Community Services District’s (District) annual Weed Abatement Program in March. Initial letters and postcards were sent in April (Attachment 1B) noticing property owners of their obligation to clear weeds and rubbish per the District’s Weed and Rubbish Ordinance No. 2025.05.21 (Attachment 1C).

DISCUSSION

Most property owners were compliant with the request for clearing and the Ordinance, but not all. On May 4th, initial inspections began, and properties not in compliance with the

Ordinance were sent another notice. Of those not compliant, sixteen properties posing a significant fire threat to the community were selected for abatement. On June 9th and June 16th, additional noticing was provided to these property owners that a month from those dates, the District would be entering their property to abate weeds and rubbish. A breakdown of the abatement costs of these properties is attached (Attachment 1D).

NEXT STEPS

After the conclusion of the Public Hearing and with the Board's approval of Resolution 2026-20, staff will send payment notices to the property owners by August 14th, demanding payment by September 14th. If payment is not made, District staff will request the County Auditor-Controller assess costs of abatement against the parcel as a nuisance abatement lien in accordance with the Ordinance.

CONCLUSION

I would like to acknowledge the efforts of the Wildfire Mitigation Coordinator and the effectiveness of this program. Due to the great work completed this year, compliance among property owners continues to improve. Residents took note of the District's past enforcement actions to secure compliance with the Ordinance, and those actions are contributing to the effectiveness of the program in 2026. Great job!

Attachments:

1A – Resolution No. 2026-20

1B – Sample Initial Notice Letter – April 2026

1C – Weed and Rubbish Abatement Ordinance No. 2025.05.21

1D – Abatement Costs

RESOLUTION NO. 2026-20
of the BOARD OF DIRECTORS of the
CAMERON PARK COMMUNITY SERVICES DISTRICT
August 12, 2026

**RESOLUTION TO EXERCISE ITS STATUTORY AUTHORITY
TO ABATE RUBBISH AND WEEDS AND COLLECT COSTS ON PROPERTIES ON
WHICH SAID RUBBISH AND WEEDS CONSTITUTE A PUBLIC NUISANCE**

WHEREAS, the Cameron Park Community Services District (District) Board of Directors has the authority per Ordinance No. 2025.05.21 to abate weeds and rubbish on properties within the District; and

WHEREAS, notices were sent by regular and certified mail to owners to clear weeds and rubbish per Ordinance No. 2025.05.21;

WHEREAS, sixteen properties not in compliance with the Ordinance No. 2025.05.21 and posing a significant fire threat to the community were selected for abatement; and

WHEREAS, the District abated weeds and rubbish on 16 selected properties as follows:

APN#'s 082412007, 082412006, 082412005, 082391002, 083350057, 082142006, 116072012, 116081004, 116081003, 116311004, 116311005, 116010004, 116040007, 116040006, 082543005, 116030026

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The District Board of Directors received and considered the General Manager's report regarding weed abatement costs;
2. A public hearing was conducted to receive and consider objections from property owners being assessed;

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District, at a regularly scheduled meeting, held on the 12th day of August 2026, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Director Dawn Wolfson, President
Board of Directors

Mark Hornstra, General Manager
Secretary to the Board



INITIAL NOTICE

Unimproved Property Report Form



April 1st, 2026

\${PRCL_ID}
 \${OWNER_NAME}
 \${MAIL_ADDR1}
 \${MAIL_ADDR2}

Dear Property Owner of APN \$(PRCL_ID),

California has a long history of wildfire disasters. The fire hazard in Cameron Park is seasonal, recurring, and must be cleared each year by the beginning of fire season. The Cameron Park Community Service District's (CPCSD) and Cameron Park Fire Department's (CPFD) goal is to make our community fire safe. Pursuant to the Cameron Park Weed and Rubbish Abatement Ordinance No. 025.05.01 all Unimproved parcels within the District shall comply with the following requirements:

1. Any Unimproved parcel of less than two acres (2 ac.) shall be cleared of all hazardous vegetation and rubbish. Weeds, non-cultivated pastures, or other hazardous vegetation shall be mowed and cut to maximum height of four inches (4 in.), so as to not constitute a fire hazard throughout the year.
2. Any Unimproved parcel, or multiple contiguous parcels under the same ownership, consisting of more than two acres (2 ac.) shall be cleared of all rubbish and shall either be cleared of all hazardous vegetation and mowed and cut to a maximum height of four inches (4 in.), or shall construct and maintain a minimum thirty-foot wide firebreak around the perimeter of the property. Firebreaks will be disked, and can also be scraped, provided that the scrapped material is removed or spread evenly over the remaining property.
3. Removed tree limbs six feet (6ft) from the ground.
4. The District's enforcement official or his/her designee may require a firebreak to a maximum of one hundred feet (100ft) in width, if the department is that the property or adjoining structures will be at risk from an approaching fire. These factors shall include fuel type(s), topography, and the environment where the property or adjoining structure(s) is located.
5. Dry leaves or wood chips located on parcels must be disked or turned under or evenly broadcast over the parcel area. If leaves or wood chips are being retained for the purpose of mulch or compost, they must be packed in a container so as to not constitute a fire hazard.

Inspections will start on May 4th, and process requires a notice of noncompliance (final notice) to be mailed certified to property owners who do not pass the initial inspection. Thirty (30) days will be given to correct the violation(s) found by the property owner, failure to comply may result in fines and abatement of the property. Such abatement will be made a legal charge against the owner or owners of the property and a lien imposed on and recorded against the property in the amount of such costs and such costs referred to the county tax collector for collection together with property taxes on such property pursuant to the provisions of Health and Safety Code sections 12875 through 14931, and Government Code sections 25845.

If you have any questions, contact us at (530) 877-2231 or wmc@cameronpark.org.

Sincerely,
Alex Bourriague
 Wildfire Mitigation Coordinator
 Cameron Park Community Service

ORDINANCE NO. 2025.05.21

AN ORDINANCE OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT
AMENDING THE "WEED AND RUBBISH ABATEMENT" ORDINANCES NO.
2016.03.16, 2018.03.2, 2020.03.18, and 2023-01 WITHIN CAMERON PARK
COMMUNITY SERVICES DISTRICT

BE IT ORDAINED BY THE CAMERON PARK COMMUNITY SERVICES DISTRICT AS
FOLLOWS: The "WEED AND RUBBISH ABATEMENT" ORDINANCES NO. 2016.03.16,
2018.03.21, 2020.03.18, and 2023-01 are hereby amended as follows, and shall hereafter be
designated as CAMERON PARK COMMUNITY SERVICES DISTRICT ORDINANCE NO.
2025.05.21

Sections:

- Section 1: FINDINGS
- Section 2: DEFINITIONS
- Section 3: LEGAL AUTHORITY FOR DISTRICT ORDINANCE
- Section 4: PROHIBITED CONDUCT
- Section 5: DUTY TO REMOVE AND ABATE HAZARDOUS VEGETATION AND RUBBISH
- Section 6: ENFORCEMENT OFFICIALS
- Section 7: REQUIREMENTS
- Section 8: INSPECTION
- Section 9: ENFORCEMENT
- Section 10: APPEALS
- Section 11: SEASONAL DESIGNATION
- Section 12: REMOVAL OF HAZARDOUS VEGETATION AND RUBBISH
- Section 13: COLLECTION OF ABATEMENT COSTS
- Section 14: LEVYING OF ABATEMENT COSTS AGAINST PROPERTY
- Section 15: VIOLATIONS
- Section 16: PENALTY - MISDEMEANOR
- Section 17: DELINQUENT FEES
- Section 18: SEVERABILITY
- Section 19: EFFECTIVE DATE AND PUBLICATION

Section 1: FINDINGS

- A. The Board of Directors of the Cameron Park Community Services District (hereinafter "District") finds and declares that the uncontrolled growth and/or accumulation of hazardous vegetation and rubbish is a public nuisance, in that it creates a fire hazard.
- B. It is the intent of the District that this Ordinance shall apply to the abatement of the accumulation of hazardous vegetation and rubbish on all improved parcels and all unimproved parcels within the District, and the maintenance of those parcels to prevent vegetation from growing back and rubbish from accumulating.

- C. Cameron Park is located in a wildland urban interface where homes are intermingled with or adjacent to highly flammable native and non-native plant species, within the jurisdictional boundaries. Each year the District experiences periods of high temperatures, accompanied by low humidity, and seasonal high wind. These conditions contribute to significant wildfires resulting in catastrophic fire losses to life, property, and the environment.
- D. The District has a diverse and complex landscape which includes mountains and other brush covered wildlands, which are home to many rare and sensitive plant and animal species.
- E. Of paramount importance to the District Board of Directors, is the protection of life and property from the threat of fire, and the safety of fire and law enforcement personnel during wildfires. The proper establishment of defensible space benefits property owners, public safety personnel and all residents of Cameron Park by dramatically increasing the likelihood that structures will survive a wildfire, provides for firefighter safety during a firestorm and generally aids in the protection of lives.
- F. It is the purpose of this Ordinance to establish a hazardous vegetation and rubbish abatement program that protects the lives and property of the citizens of the District.

Section 2: DEFINITIONS

- A. Abatement - The removal of hazardous vegetation and rubbish from property, to mitigate a public nuisance.
- B. Abatement costs - Any and all costs incurred by the District to enforce this Ordinance and to abate the hazardous vegetation and rubbish on any property, including inspection, physical abatement costs, administration and clerical fees and any additional actual costs incurred for the abatement proceeding(s), including attorney's fees, if applicable.
- C. Accumulation - Allowing the growth of hazardous vegetation and allowing rubbish to collect and remain as defined below.
- D. Defensible Space - Described in Public Resources Code 4291, and under "requirements" in this Ordinance, the area around a structure where hazardous vegetation, and rubbish have been cleared or reduced, to slow the spread of fire, to and from the structure.
- E. Enforcement Officials - The General Manager or his/her authorized representative.
- F. Fixed Flammable Items - Combustible fencing or other combustible materials that are attached to a structure.
- G. Hazardous Vegetation - Vegetation that is flammable and endangers the public safety by creating a fire hazard, including but not limited to seasonal and recurrent weeds, chaparral, manzanita, brush, dead trees, dry leaves, needles, and tumbleweeds.

- H. Improved Parcel - A portion of land of any size, the area of which is determined by the Assessor's maps and records and may be identified by an Assessor's Parcel Number, upon which a structure is located.
- I. Outbuilding - Buildings or structures that are less than one hundred twenty square feet (120 sq. ft.) in size and not used for human habitation.
- J. Rubbish - Includes all the following, but is not limited to, paper, cardboard, wood chips, bedding, rubber tires, construction waste, garbage, trash, and other combustible material.
- K. Structure - Anything constructed that is designed or intended to shelter or protect persons, animals, or property, including houses, whether inhabited or not, barns, storage sheds, etc.
- L. Unimproved Parcel - A portion of land of any size, the area of which is determined by the Assessor's maps and records and may be identified by an Assessor's Parcel Number, upon which no structure is located.
- M. Weeds - Includes any of the following:
 - (1) Vegetation that bears seeds of a downy or wingy nature.
 - (2) Vegetation that is not pruned or is otherwise neglected so as to attain such large growth as to become, when dry, a fire menace to adjacent property.
 - (3) Vegetation that is otherwise noxious or dangerous.
 - (4) Poison oak and poison ivy, when the conditions of growth are such as to constitute a menace to the public health.
 - (5) Dry grass, stubble, brush, litter, or other flammable material which endangers the public safety by creating a fire hazard.

Section 3: LEGAL AUTHORITY FOR DISTRICT ORDINANCE

The District has the legal authority to adopt the provisions contained in this Ordinance as specified below:

- A. **Government Code** Section 61100(t) which provides the District the authority to abate weeds and rubbish pursuant to the provisions of the California Health and Safety Code at Section 14875 et seq.
- B. **Government Code** Section 61069 which provides the District the authority to enter private property to: (1) inspect and determine the presence of public nuisances including fire hazards that the District has the authority to abate; and (2) abate public nuisances, including public nuisances constituting fire hazards such as excessive growth of weeds, grasses, hazardous vegetation and other combustible material by

giving notice to the property owner to abate such public nuisance; and (3) enter upon private property to determine if a notice to abate a public nuisance including a fire hazard has been complied with by the property owner; and, if not, exercise its power to abate such public nuisance after failure to act by the responsible property owner.

- C. The **California Health and Safety Code**, Part 5, Section 13871, which provides that any person who refuses to correct or eliminate a fire hazard, is guilty of a misdemeanor.
- D. The **California Health and Safety Code**, Part 5, Sections 14875-14930, which provides that an accumulation of weeds, grasses, hazardous vegetation and other combustible material constitutes a public nuisance, providing guidelines for enforcement and abatement by the District of such fire hazards, and payment of such abatement costs incurred by the District to remove such hazardous vegetation and combustible material and provides for penalties for violations of this Ordinance by property owners.
- E. The **California Fire Code** Title 24, Part 9, Chapter 3, Section 304.1 prohibits combustible waste material creating a fire hazard on vacant lots or open space, which California Fire Code has been adopted by this District.
- F. The **California Code of Regulations Code** 14, C.C.R., Sections 1270.01-1276.03. Which establishes minimum wildfire protection standards in conjunction with building, construction and development in the SRA.
- G. The **California Code of Regulations Code** 14, C.C.R., Sections 1299.03. Which establishes defensible space requirements.
- H. The **California Public Resources Code** Section 4291 Which requires a person who owns, leases, controls, operates, or maintains a building or structure in, upon or adjoining a mountainous area, forest-covered lands, brush-covered lands, grass-covered lands, or land that is covered with flammable material, to maintain defensible space at least 100 feet from each side of the structure, and which provides for required fuel modification so as to ensure that a wildfire burning under average weather conditions would be unlikely to ignite the structure on the property.
- I. **Government Code** Section 25845 regarding enforcement mechanisms available for the District to ensure that the costs incurred by the District in abating the nuisance consisting of accumulation of hazardous vegetation and rubbish are recovered from the property owner who fails to abate such nuisance after notice from the District to do so.
- J. **Government Code** Section 61115 which provides the District the authority to levy charges against property owners within the District for all the costs incurred by the District in abating nuisances created by accumulation of weeds, grasses, hazardous vegetation and other combustible materials. The District may provide that any charges and penalties maybe collected on the tax roll in the same manner as property taxes. To recover such charges and penalties by recording in the office of the County Recorder a lien declaring the amount of the charges and penalties due, the lien to be incurred against all real property owned by the delinquent property owner within El

Dorado County. Such special tax assessments are to be collected in the same manner and method as real property taxes are collected by the county.

Section 4: PROHIBITED CONDUCT

A person shall not dump, nor permit the dumping of hazardous vegetation and rubbish, nor shall a person permit the accumulation of hazardous vegetation and rubbish, on that person's property or on any other property, so as to constitute a fire hazard.

Section 5: DUTY TO REMOVE AND ABATE HAZARADOUS VEGETATION AND RUBBISH

It shall be the duty of every owner, occupant, and person in control of any parcel of land or interest therein, which is located within the District, to abate all hazardous vegetation and rubbish, which constitutes a fire hazard, which may endanger or damage neighboring property.

By May 1, of each year, the owner of parcels within the District shall remove, from such property and adjacent streets, all hazardous vegetation and rubbish, growing or accumulated thereon, in accordance with the procedures and methods prescribed in this Ordinance and by the enforcement official.

Section 6: ENFORCEMENT OFFICIALS

The enforcement official shall have authority to enforce this chapter and issue citations for violations. For purposes of this chapter, the "enforcement official" is the General Manager, or his/her designee.

Section 7: REQUIREMENTS

A. All **Unimproved** parcels within the District shall comply with the following requirements:

- (1) Any Unimproved parcel of less than two acres (2 ac.) shall be cleared of all hazardous vegetation and rubbish. Weeds, non-cultivated pastures, or other hazardous vegetation shall be mowed and cut to a maximum height of four inches (4 in.), so as to not constitute a fire hazard throughout the year.
- (2) Any Unimproved parcel, or multiple contiguous parcels under the same ownership, consisting of more than two acres (2 ac.) shall be cleared of all rubbish and shall **either** be cleared of all hazardous vegetation and mowed and cut to a maximum height of four inches (4 in.), **or** shall construct and maintain a minimum thirty-foot wide firebreak around the perimeter of the property. Firebreaks will be disked, and can also be scraped, provided that the scraped material is removed or spread evenly over the remaining property.
- (3) Remove tree limbs six feet (6ft) from the ground.
- (4) The District's enforcement official or his/her designee may require a firebreak to a maximum of one hundred feet (100ft) in width, if the determination is that the property or adjoining structure(s) will be at risk from an approaching fire. These

factors shall include fuel type(s), topography, and the environment where the property or adjoining structure(s) is located.

- (5) Dry leaves or wood chips located on parcels must be disked or turned under or evenly broadcast over the parcel area. If leaves or wood chips are being retained for the purpose of mulch or compost, they must be placed in a container so as to not constitute a fire hazard.

B. All **Improved** parcels within the district shall comply with the current California Public Resource Code 4291 Zone requirements: <https://www.fire.ca.gov/dspace/>

Section 8: INSPECTION

The enforcement official, or his/her designee may enter upon private or public property, whenever necessary, to enforce or administer the provisions of this chapter; provided, however, that this right of entry and inspection shall not be construed to grant the right to enter into any dwelling or structure which may be located on the land. Should the District determine that there is a reasonable expectation of privacy of the property owner with respect to the dwelling unit to be inspected, the District may request an inspection warrant pursuant to the provisions of California Civil Code Section 1822.50 et seq., which warrant shall state the location which it covers and state the purposes of the inspection. When there is no reasonable expectation of privacy, such as with respect to an abandoned dwelling or building, the District's designated enforcement official may enter onto that property without a warrant in order to inspect the property for the purposes of determining whether the provisions of this Ordinance have been violated....

B. Initial inspections will occur based on current and expected fuels and weather conditions.

- (1) Should inspections reveal violations of this Ordinance, the enforcement officer will mail a notice of non-compliance to parcel owners,

C. Second inspections will occur 30 days following the initial inspection.

- (1) Should second inspections reveal violations of this Ordinance, the enforcement process will begin,

Section 9: ENFORCEMENT

Violations of this Ordinance may be enforced pursuant to the legal authorities specified in Section 3 of this Ordinance, following the procedures and timelines specified in this Ordinance.

As an alternative to enforcement procedures, the enforcement official retains the discretion to meet and confer with property owners, who are in violation of this Ordinance, to attempt a mutually acceptable method for abating the hazardous vegetation and rubbish. Nothing shall prohibit the enforcement official from issuing a hazard abatement notice to a property owner and following the enforcement procedure with respect to property owners who do not agree to a mutually acceptable abatement method after discussions with the enforcement official.

- A. If the meet and confer process does not occur or does not result in the abatement of hazardous vegetation and rubbish, the enforcement official may commence proceedings to enforce the provisions of this Ordinance, when a violation is identified due to:
- (1) The failure of an owner of a parcel to abate all hazardous vegetation and rubbish on or before the second inspection.
 - (2) The failure of an owner of a parcel to abate all hazardous vegetation and rubbish within the time specified in the Notice.
- B. Enforcement proceedings are commenced by the mailing of a Hazard Abatement Notice in the manner prescribed as follows:
- (1) The enforcement official shall mail the Hazard Abatement Notice to each person that has an ownership interest in the parcel to which the violation pertains.
 - (2) Ownership interest shall be determined based on the last equalized assessment roll available on the date of mailing of the Hazard Abatement Notice.
 - (3) Notification may also be accomplished by posting the Hazard Abatement Notice on the property, if the owner's mailing address is not available or not current. Such Hazard Abatement Notice also will be sent by mail to the property owner of such parcel as his or her name appears on the last equalized assessment roll and to the address shown on such assessment roll.
 - (4) Notices which are posted, shall be conspicuously posted in front of the property, or if the property has no frontage upon a road or street, then upon a portion of the property nearest to a road or a street most likely to give actual notice to the owner. Notices shall be posted not more than 100 feet in distance apart upon property with more than 200 feet of frontage, and at least one notice shall be posted on each parcel with 200 or less feet of frontage.
- C. The contents of the Hazard Abatement Notice shall include the following:
- (1) A description of the property by reference to the assessor's parcel number as used in the records of the county assessor, and by reference to the common name of a street or road upon which the property abuts, if the property abuts upon a road or street;
 - (2) A statement that there are hazardous vegetation and rubbish upon the property;
 - (3) A request that such hazardous vegetation and rubbish be abated 30 days after the 2nd inspection, which shall not be less than 15 calendar days following the mailing or posting of the notice;
 - (4) A statement that if such hazardous vegetation and rubbish are not abated by the property owner 30 days after the second inspection, that such materials may be removed under authority of the District, and the costs of such abatement may be made a legal charge against the owner or owners of the property, a lien imposed on and recorded against the property in the amount of such costs, and such costs referred to the County Tax Collector for collection together with property taxes on such property pursuant to the provisions of Health and Safety Code Sections 14875 through 14931, and Government Code Sections 25845 and

61115;

- (5) A statement referencing the right of the property owner to appeal the issuance of the Hazard Abatement Notice pursuant to Section 10 hereof and;
- (6) With respect to notices which are posted, a title which reads "Notice to Remove Hazardous Vegetation and Rubbish" the letters of the foregoing title to be not less than one inch in height.

Section 10: APPEALS

Process: Any person, who is adversely affected by the Hazard Abatement Notice specified in Section 9, may appeal such Hazard Abatement Notice to the Board of Directors within fifteen (15) calendar days of the postmark on the Hazard Abatement Notice by filing a written appeal with the enforcement official. Timely appeal shall stay any further action for abatement until the date set for hearing, unless the hazardous vegetation and rubbish at issue presents an imminent fire hazard within 100 feet of any structure. The enforcement official shall set the matter for hearing before the Board of Directors. The enforcement official shall notify the Appellant by certified mail of the date and time set for such hearing, at least fifteen (15) days prior to said date. If the Appellant resides outside the District, such Notice of Hearing shall be mailed to the Appellant at least twenty (20) days prior to the date set for the hearing. The Appellant shall have the right to appear in person or by agent, designated in writing, at the hearing, and present oral, written, and/or photographic evidence. The Board of Directors shall issue its order denying or granting the appeal, which shall be in writing and be issued within fifteen (15) days of the date of the hearing. The decision of the Board of Directors shall be final.

Section 11: SEASONAL DESIGNATION

In the case of a parcel containing a fire hazard where it has been necessary for the District to abate the nuisance in two (2) consecutive years, and the fire hazard is seasonal or recurring, it shall be the decision of the Board of Directors to declare the lot a seasonal public nuisance and the fire hazards may be abated thereafter without the necessity of further hearing.

Section 12: REMOVAL OF HAZARDOUS VEGETATION AND RUBBISH

If, by 30 days after the second inspection as specified in the original Hazard Abatement Notice, or as extended in cases of appeal, or as specified by the Board of Directors, compliance with this Ordinance has not been accomplished, the enforcement official or his designee may order that hazardous vegetation and rubbish, located on the property be removed by public officers and/or employees of the District, or may cause such removal to be carried out by a private contractor selected by the District.

Section 13: COLLECTION OF ABATEMENT COSTS

- A. When proceedings under this chapter result in the abatement of hazardous vegetation and rubbish from property by the District or its agents or contractors due to the refusal of a property owner to comply with this Ordinance, all costs incurred by the District in performing such abatement may be assessed against the property.

Such costs shall include the costs of labor, materials and equipment furnished by the District in abating such hazardous vegetation and rubbish; the costs incurred by the District for payments to an independent contractor to abate such hazardous vegetation and rubbish from the property; all administrative costs incurred by the District in abating such hazardous vegetation and rubbish, including actual costs of investigation, property inspection, boundary determination, measurement, clerical costs, related attorney's fees, and administrative overhead costs for supervision, insurance, costs of publication, mailing and posting of notices, preparation of contracts with independent contractors to perform the abatement work, review of bids by contractors, administration of contracts for abatement activities, and other budgeted overhead items.

- B. If hazardous vegetation and rubbish are ultimately abated by the property owner, subsequent to the deadline for abatement specified in any Hazard Abatement Notice issued by the District, the District shall be entitled under this Ordinance to assess against the property all such costs incurred securing such compliance with this Ordinance by the property owner up to and including the final date of compliance.
- C. The enforcement official shall keep an account of such administrative and costs of abatement and shall submit to the District Board of Directors for confirmation an itemized written report showing such unpaid costs and their proposed assessment to the respective properties subject to the Hazard Abatement Notice. The report shall be filed with the General Manager not less than 15 calendar days in advance of the confirmation hearing required below.
- D. Upon receipt of the report, a public hearing shall be scheduled 30-60 days following the 2nd inspection to receive any protests and to confirm the cost report. A statement of the proposed costs and notice of the time, date and place of the hearing, together with reference to the report on file with the clerk, shall be mailed to the owner or owners of each parcel of property proposed to be assessed as shown on the last equalized assessment roll available on the date of mailing of the notice shall be mailed not less than 15 calendar days in advance of the hearing.
- C. Notice of the time, date and place of the public hearing by the Board shall be published once in a newspaper of general circulation published within the District. The notice shall show the name or names of the owner, the assessor's parcel number, the street address of the property if the property has an address and the address is known to the enforcement official, the name of the street or road upon which such property abuts, the amount of the proposed assessment and reference to the report on file with the enforcement official. Such publication shall be made not less than 15 calendar days in advance of the hearing.
- D. At the time fixed for receiving and considering the report, the District Board of Directors shall conduct a public hearing and shall receive and consider any objections from members of the general public or property owners liable to be assessed for the costs of abatement. The District Board of Directors may continue the hearing and delegate to the General Manager or his or her designee the responsibility of hearing individual protests and submitting a recommendation with respect thereto; provided, that the District Board of Directors provides an opportunity for individual consideration of each property upon which abatement activities have been conducted by the District upon receipt of a recommendation by the General

Manager. The District Board of Directors may modify the report if it is deemed necessary. The District Board of Directors shall then confirm the report by motion or resolution.

Section 14: LEVYING OF ABATEMENT COSTS AGAINST PROPERTY

- A. The abatement costs incurred by the District may be levied against the parcel of land subject to abatement activities by the District as a real property assessment in accordance with Health and Safety Code Division 12, Part 5, Chapter 4, Article 3 commencing with 14912 and 14915-14919 and Government Code Section 25845. Any assessment imposed on real property pursuant to this Section may be collected at the same time and in the same manner as ordinary real property taxes are collected by the County of El Dorado and shall be subject to the same penalties and the same procedure and sale in case of delinquency as is provided for ordinary real property taxes. Notice of any assessment that is levied on real property pursuant to this Section shall be given to the property owner by certified mail from District and shall contain the information set forth in Health and Safety Code Division 12, Part 5, Chapter 4, Article 3 commencing with 14912 and 14915-14919 and Section 5845 of the Government Code. The District shall transmit the notice of such assessment levied on real property pursuant to this Section to the County Auditor-Controller of El Dorado County with instructions to collect the assessment on the real property tax rolls for the ensuing fiscal year. Such notice shall be transmitted to the County Auditor-Controller prior to August 10 in any fiscal year.

Section 15: VIOLATIONS

The owner or occupant of any parcel within the District who violates this Ordinance or permits a violation of this Ordinance upon any parcel owned, occupied or controlled by him/her, shall be guilty of a misdemeanor (H&S 13871). Violation of this Ordinance shall consist of the following:

- A. Every person who fails or refuses to correct or eliminate a fire hazard after written order of a district board or its authorized representative, is guilty of a misdemeanor.

Section 16: PENALTY – MISDEMEANOR

- A. Notwithstanding the provisions of any other section of this Ordinance, violation of any provisions of this chapter or failure to comply with any of the regulatory requirements of this chapter, is a misdemeanor.
- B. Every violation of this Chapter is punishable by imprisonment in the county jail, not exceeding six months, or by fine not exceeding one thousand dollars, or both.

Section 17: DELINQUENT FEES

The following shall apply to any delinquent fee due.

- A. A penalty of ten percent (10%) shall be added to any delinquent fines on the last day of each month more than 15 days after the due date.
- B. In addition to penalties, delinquent fees will accrue interest of one percent (1%) per month, from the due date.

Section 18: SEVERABILITY

If any Ordinance, article, subsection or subdivision thereof, provision, sentence, clause or phrase of this code, or any application thereof, is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the remaining provisions of this code, which can be given effect without the invalid portions and, therefore, such invalid portions are declared to be severable. The District hereby declares that it would have enacted this Ordinance and each of its articles, sections, subsections, or subdivisions thereof, provisions, sentences, clauses or phrases irrespective of the fact that one or more of them is declared invalid.

Section 19: EFFECTIVE DATE AND PUBLICATION

This Ordinance shall take effect thirty (30) days after its adoption. The Cameron Park Board Secretary is directed to publish this Ordinance as adopted in a newspaper of general circulation in the District. In lieu of publication of the full text of the Ordinance within fifteen (15) days after its passage, a summary of the Ordinance may be published at least five (5) days prior to and fifteen (15) days after adoption by the District Board and a certified copy shall be posted in the office of the District, and Cameron Park Fire Department Office, pursuant to Government Code Sections 25120 through 25132.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting on the 21st day of May, 2025 by the following vote of said Board:

AYES: MS, DW, SB, TI, KG

NOES: None

ABSENT: None

ATTEST:



Director Dawn Wolfson, President
Board of Directors



Maurice Johnson, Interim General Manager
Secretary to the Board

Abatement Costs

APN: 082412007 ADDRESS: 2526 GREENWOOD LN ACRES: 0.55				
Owner: MORENO CARLOS BRAVO				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES		5	14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	400	400
Total Costs				868.77

APN: 082412006 ADDRESS: 2536 GREENWOOD LN ACRES: 0.76				
Owner: CLARK ROBERT H JR TR & COMM PROP TRUST				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	500	500
Total Costs				968.77

APN: 082412005 ADDRESS: 2544 GREENWOOD LN ACRES: 0.74				
Owner: CLARK ROBERT H JR TR & COMM PROP TRUST				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	500	500
Total Costs				968.77

Abatement Costs

APN: 082391002 ADDRESS: 0 ACRES: 0.58				
Owner: EDISON OAKS LLC CA LLC				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	700	700
Total Costs				1,168.77

APN: 083350057 ADDRESS: 0 ACRES: 19.78				
Owner: CPSL SPE DE LLC				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	12,750	12,750
Total Costs				13,218.77

APN: 082142006 ADDRESS: 3558 CAMBRIDGE RD ACRES: 0.28				
Owner: WARE JOHN W				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	950	950
Total Costs				1,418.77

Abatement Costs

APN: 116072012 ADDRESS: 0 ACRES: 0.52				
Owner: KRISTOFF ROBERT G & CONNIE				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	850	850
Total Costs				1,318.77

APN: 116081004 ADDRESS: 3295 LA CANADA DR ACRES: 0.51				
Owner: BUNIAN GROUP LLC, CA				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION NEW PAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	500	500
Total Costs				968.77

APN: 116081003 ADDRESS: 3307 LA CANADA DR ACRES: 0.59				
Owner: BUNIAN GROUP LLC, CA				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	500	500
Total Costs				968.77

Abatement Costs

APN: 116311004 ADDRESS: 3348 CIMMARRON RD ACRES: 0.4				
Owner: IZBA DEVELOPMENT CA CORP				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	427	427
Total Costs				895.77

APN: 116311005 ADDRESS: 3360 CIMMARRON RD ACRES: 0.41				
Owner: NEW FUTRUE DEVELOPMENT, CA				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	427	427
Total Costs				895.77

APN: 116010004 ADDRESS: 0 ACRES: 20				
Owner: CAMERON HILLS 41 20 A CA LLC				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	9750	9750
Total Costs				10,218.77

Abatement Costs

APN: 116040007 ADDRESS: 0 ACRES: 5.07				
Owner: THE PROPERTY INC CA CORP				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	3900	3900
Total Costs				4,368.77

APN: 116040006 ADDRESS: 0 ACRES: 5				
Owner: THE PROPERTY INC CA CORP				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	3900	3900
Total Costs				4,368.77

APN: 082543005 ADDRESS: 3077 ESTEPA DR UNIT 1 ACRES: 0.47				
Owner: MARTIN LEON				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES			14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	475	475
Total Costs				943.77

Abatement Costs

APN: 116030026 ADDRESS: 0 ACRES: 5				
Owner: RATCLIFF PATRICK & APRIL				
Item	Units	Amount	Fee \$	Total \$
MAILING OF NOTICES		5	14.62	14.62
SIGN POSTING		1	10.12	10.12
PROPERTY INSPECTION	# of Hours	3	30.63	91.89
ESTABLISH VENDOR CONTRACTS	# of Hours	4	30.63	122.52
PUBLIC HEARING PREPARATION AND NEWSPAPER POSTING			137.73	137.73
PREPARATION OF LIEN DOCUMENT FOR COUNTY	# of Hours	3	30.63	91.89
Total Admin Costs				468.77
COST INCURRED TO DISTRICT PAID TO INDEPENDENT CONTRACTOR	Lot	1	4,380	4,380
Total Costs				4,848.77

Total Abatement Costs: \$40,509.00

Total Administrative Fees: \$7,00.32

Grand Total: \$48,009.32

Cameron Park Community Services District



Staff Report

DATE: August 12, 2026

FROM: Mark Hornstra, General Manager

AGENDA ITEM #2: Designation of General Manager as Authorized Agent for Cal OES/FEMA Grant Administration

RECOMMENDED ACTION: **APPROVE RESOLUTION 2026-21 DESIGNATING THE GENERAL MANAGER AS THE DISTRICT'S AUTHORIZED AGENT FOR GRANT PROGRAMS ADMINISTERED THROUGH THE CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (CAL OES)**

Background

In late December of 2022, the District sustained flood-related damages that qualified for disaster assistance through the Federal Emergency Management Agency (FEMA) and the California Governor's Office of Emergency Services (Cal OES). As the District works toward closing out the remaining grant activities associated with that disaster, Cal OES requires the District to have an approved Designation of Applicant's Agent Resolution (OES-FPD-130) authorizing an individual to execute grant-related documents on behalf of the District.

Discussion

The attached resolution designates the General Manager as the District's Authorized Agent. This authorization allows the General Manager to execute grant applications, certifications, reimbursement requests, closeout documents, and other required forms associated with Cal OES and FEMA disaster assistance programs. The submitted form is prepared as a universal resolution, making it effective for all open and future eligible disasters and grant programs for a period of three years, as provided in the Cal OES requirements.

Approval of this resolution is an administrative requirement and will allow staff to complete the closeout process for the District's remaining FEMA/Cal OES grant related to the December 2022 flood event.

Fiscal Impact

There is no direct fiscal impact associated with approval of this resolution. Approval will facilitate the timely administration and closeout of the District's FEMA/Cal OES grant reimbursement.

Attachments:

2A – Resolution 2026-21

2B – Cal OES Form OES-FPD-130 – Designation of Applicant's Agent Resolution

RESOLUTION 2026-21
of the BOARD OF DIRECTORS of the
CAMERON PARK COMMUNITY SERVICES DISTRICT
August 12, 2026

**DESIGNATING THE GENERAL MANAGER AS AUTHORIZED AGENT FOR
CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (CAL OES)
AND FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) GRANT
PROGRAMS AND APPROVING CAL OES FORM OES-FPD-130**

WHEREAS, the Cameron Park Community Services District ("District") is a public agency organized and existing under the laws of the State of California; and

WHEREAS, the District sustained damage as a result of the severe winter storms and flooding that occurred during December 2022 and has received, or may receive, financial assistance through the California Governor's Office of Emergency Services ("Cal OES") and the Federal Emergency Management Agency ("FEMA"); and

WHEREAS, Cal OES requires applicants to designate an Authorized Agent to execute applications, certifications, reimbursement requests, grant agreements, closeout documents, and other documents necessary to obtain and administer disaster assistance and other eligible grant programs through the execution of Cal OES Form OES-FPD-130; and

WHEREAS, the Board of Directors finds that designating the General Manager as the District's Authorized Agent is in the best interests of the District and will facilitate the efficient administration and closeout of existing and future eligible disaster assistance grants.

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

1. Designation of Authorized Agent. The General Manager is hereby designated as the District's Authorized Agent for purposes of administering grants and disaster assistance programs through Cal OES and FEMA.

2. Approval of Cal OES Form. The Board hereby approves and authorizes execution of the attached Cal OES Form OES-FPD-130, Designation of Applicant's Agent Resolution for Non-State Agencies, which is incorporated herein by this reference.
3. Authority Granted. The General Manager is authorized to execute, on behalf of the District, all applications, certifications, agreements, reimbursement requests, assurances, closeout documents, amendments, and other documents necessary or appropriate to administer grants and disaster assistance programs for which the District is eligible, consistent with the authority granted under the attached Cal OES Form OES-FPD-130.
4. Administrative Actions. The General Manager and District staff are authorized to take all actions necessary to implement this Resolution and to submit the approved Cal OES Form OES-FPD-130 and any supporting documentation required by Cal OES or FEMA.
5. Effective Date. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District, at a regularly scheduled meeting, held on the 12th day of August 2026, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Director Dawn Wolfson, President
Board of Directors

Mark Hornstra, General Manager
Secretary to the Board

ATTACHMENT:

Exhibit A: Cal OES Form OES-FPD-130



Cal OES ID No: _____

DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY THE _____ OF THE _____
(Governing Body) (Name of Applicant)

THAT _____, OR
(Title of Authorized Agent)

_____, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the _____,
(Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM),** under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA),** under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the _____, a public entity established under the
(Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.



Please check the appropriate box below

- ☐ This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- ☐ This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): _____

Passed and approved this ____ day of _____, 20 ____

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
(Name) (Title)

_____, do hereby certify that the above is a true and
(Name of Applicant)

correct copy of a resolution passed and approved by the _____
(Governing Body)

of the _____ on the _____ day of _____, 20 ____.
(Name of Applicant)

(Signature)

(Title)



Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.



Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."