



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, September 18, 2019** **6:30 p.m.**

Board will convene into Closed Session after Board Information Items.

Board Members

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

- Tina Helm – Recognition of Service to the District
 - Dane Wadle, CSDA – Presentation of District Transparency Certificate of Excellence
-

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, August 21, 2019
5. Conformed Agenda – Board of Directors Special Meeting, September 10, 2019
6. Staff Reports
 - a. General Manager
 - b. Administration Department
 - o Check Register
 - c. Fire Department (available at meeting)
 - d. Recreation Department
 - e. Parks & Facilities Department
 - f. Covenants, Conditions & Restrictions (CC&R) Department

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.

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. **REVIEW AND APPROVE** Proposed Name Change for Hacienda Park to Paul Ryan Park
 9. **REVIEW AND APPROVE** Resolution 2019-20 to Construct a Disc Golf Course at Cameron Park Lake/Bonanza Park
 10. **REVIEW AND APPROVE** Parks & Fire Department Project Priority List for Grant Funding
 11. **REVIEW AND APPROVE** Resolution 2019-21 Advanced Life Support Ambulance Agreement between El Dorado County Emergency Services Authority and Cameron Park Community Services District
-

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.

12. General Matters to/from Board Members and Staff
 - Upcoming Trainings & Community Meetings
 - CSDA Conference in Anaheim – September 25-28, 2019
 - Gold Country Chapter CSDA Workshop – October 23, 2019
 - SDRMA Free Education Day – March 24, 2019
13. Local Area Formation Commission (LAFCO)
14. Committee Reports
 - a. Budget & Administration
 - b. Covenants, Conditions & Restrictions (CC&R)
 - c. Fire & Emergency Services
 - d. Parks & Recreation
 - e. Solar Energy Ad Hoc

AGENDA

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

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION

Pursuant to Government Code §54957.1, the legislative body of any local agency shall publicly report any action taken in closed session and the vote or abstention of every member present thereon.

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

ADJOURNMENT

For the public's information, we are now taking email requests at admin@cameronpark.org for future notification of Community Services District meetings.



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CONFORMED AGENDA

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Third Wednesday of the Month

REGULAR BOARD MEETING Wednesday, August 21, 2019 6:30 p.m.

Board Members

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

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CONFORMED AGENDA

CALL TO ORDER – 6:35pm

1. Roll Call – FC/EW/HM/EA (*MS was absent*)
 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.

FC/EW - Motion Passed

Ayes – HM, FC, EW, EA

Noes – none

Absent – MS

Abstain – none

RECOGNITIONS AND PRESENTATIONS

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

- *Robert Dalton – Recognition 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, July 17, 2019
 5. 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
-

CONFORMED AGENDA

6. RECEIVE AND FILE Special District Risk Management Authority Credit Incentive Program

Motion to adopt the Consent Agenda with the following change:

- *Pull Items # 5a through 5f*

HM/EA - Motion Passed

Ayes – HM, FC, EW, EA

Noes – none

Absent – MS

Abstain – none

OPEN FORUM FOR NON-AGENDA ITEMS

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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

- *Item #5a. General Manager Reports*
- *Item #5b. Administration Department Report & Check Register*
- *Item #5c. Fire Department Report*
- *Item #5d. Recreation Department Report*
- *Item #5e. Parks & Facilities Department Report*
- *Item #5f. CC&R Department Report*

Motion to Approve Items # 5a through 5f

EA/FC - Motion Passed

Ayes – HM, FC, EW, EA

Noes – none

Absent – MS

Abstain – none

CONFORMED AGENDA

8. **PUBLIC HEARING – APPROVE** Fiscal Year 2019/20 Budget and **APPROVE** Resolution 2019-18

Motion to Adopt Resolution 2019-18 with the amendment that the General Manager and staff return with a Plan B by December 31st.

EA/EW - Motion dies due to lack of majority

Ayes – EA, EW

Noes – HM, FC

Absent – MS

Abstain – none

FC - Motion to Adopt Resolution 2019-18 as presented provided that we no longer charge people to enter Cameron Park Lake.

- Motion dies for lack of a second.

Motion to Adopt Resolution 2019-18 as written.

FC/EW - Motion Passed

Ayes – FC, EA, EW

Noes – HM

Absent – MS

Abstain – none

9. **RECEIVE AND FILE** Summer Spectacular Overview

10. **PUBLIC HEARING – APPROVE** Resolution 2019-19 Stating the Purposes and Fixing the Amount of Money to be Raised by Taxation in the District to Pay Voter Approved Debt for the Fiscal Year and Setting the Tax Rate for 2019-20

Motion to Approve Resolution 2019-19 Stating the Purposes and Fixing the Amount of Money to be Raised by Taxation in the District to Pay Voter Approved Debt for the Fiscal Year and Setting the Tax Rate for 2019-20.

EA/FC - Motion Passed

Ayes – HM, FC, EW, EA

Noes – None

Absent – MS

Abstain – None

CONFORMED AGENDA

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.

- *Director Wooten left the meeting at 9:45pm*

11. General Matters to/from Board Members and Staff

FC – Congratulated staff on obtaining the District Certificate of Transparency; enjoyed seeing the Eagle Scouts in action at the Dog Park.

HM – Parks are improving; thanked staff for work on summer programs; thanked Mike Grassle and District for being so receptive to the Eagle Scout projects; Memorial stones were reinstalled at the Hacienda Dog Park; discussing Dog Park renaming/dedication next month.

- Committee Start Times
 - *Per board discussion, the Parks & Recreation Committee and Budget & Administration Committee will now meet at 6:30pm rather than at 7:00pm.*
- Upcoming Trainings & Community Meetings
 - EID Water Treatment Tours
 - Wastewater – September 12th & 26th at 5:30pm
 - Drinking Water – August 28th & September 18th at 5:30pm
 - CSDA Conference in Anaheim – September 25-28, 2019

12. Local Area Formation Commission (LAFCO)

13. Committee Reports

a. Budget & Administration

- *Budget; SDRMA CIP; Summer Spectacular; Fire Department expenses; taxation.*

b. Covenants, Conditions & Restrictions (CC&R)

- *Robert Dalton moved out of the District and is longer on CC&R Committee; Program goals and accomplishments.*

c. Fire & Emergency Services

- *CIP Priorities in Fire Department Master Plan; Weed Abatement.*

CONFORMED AGENDA

d. Parks & Recreation

- *Park improvement projects; Disc Golf at Cameron Park Lake.*

e. Solar Energy Ad Hoc

PUBLIC COMMENT

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CONVENE TO CLOSED SESSION

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

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

Unrepresented Employee of the District – General Manager

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION

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ADJOURNMENT – 10:43pm

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CONFORMED AGENDA

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

SPECIAL BOARD MEETING **Tuesday, September 10, 2019** **6:30 p.m.**

Board will convene into Closed Session after Public Comment.

Board Members

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

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CONFORMED AGENDA

CALL TO ORDER - 6:32pm

1. Roll Call – MS/HM/FC/EW/EA
 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.

HM/FC - Motion Passed

Ayes – HM, FC, MS, EW, EA

Noes – none

Absent – none

Abstain – none

PUBLIC COMMENT

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CONVENE TO CLOSED SESSION

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Unrepresented Employee of the District – General Manager

CONFORMED AGENDA

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-

ADJOURNMENT – 8:12pm

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Agenda Transmittal

DATE: September 18, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM #6A: GENERAL MANAGER REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

The El Dorado County Transportation Commission is working with the City of Placerville and El Dorado County to propose new sidewalks and bike paths routes. Maps are available in the back of the room during tonight's Board Meeting and also online at <https://www.edctc.org/atp-plans>. Please provide comments back to the District or directly to El Dorado Transportation Commission. These maps will be discussed in more detail at the October Parks and Recreation Committee Meeting. On another transportation note, I attended the El Dorado Transit Plan meeting, along with other stakeholders, and provided feedback about their proposed long term service plans.

I attended the Senior Leadership Council meeting, and met separately with President Jo Ann Perry to discuss the successes or improvements needed for senior programming. Mark Harris, Cameron Park Community Foundation, and I met to discuss topics of common interest such as Trucks and Tunes, Summer Spectacular, and long range community planning. Terry LeMoncheck and I met to discuss expanding art programming at the Community Center.

I am working with other CSDA Gold Country Chapter Board members to plan a "Be Grant Ready" workshop for members on October 24, 2019. I participated in a SCI Consulting webcast about the "Proper Care and Feeding of Development Fees."

The District had great success in securing community members to join the Solar Energy Ad Hoc Committee, CC&R Committee, and new LLAD Ad Hoc Committee. Staff is setting meeting dates and on-boarding the new members.

Lastly, there are a couple of staffing adjustments. Whitney Kahn will be serving as the Interim Recreation Supervisor. Whitney is an experienced recreation professional and will pick up the reigns from Tina Helm for a few months until a permanent replacement is secured. Kate is on leave for the next four to six week, and lucky for the District, Robert Dalton is available to work part-time in the CC&R Office. Mike Grassle is picking up the Architecture Review function.



Agenda Transmittal

DATE: September 18, 2019

FROM: Vicky Neibauer, Finance and Human Resources Officer

AGENDA ITEM 6B#: ADMINISTRATION AND FINANCE DEPARTMENT REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

Human Resources

- Job descriptions for all current District positions were presented to the Budget and Administration Committee for review. Final review is scheduled in October before presentation to the Board of Directors. This effort will conclude the District's effort to address policies related to District employees.
- An employee position control system is implemented to adhere to the Board approved budget and number of positions.
- Open Enrollment for Health Benefits is now occurring.
- Seven new computers are being installed to replace out of warranty and out of date Windows 7 computers at Station 89, Parks and Facilities offices, and the Community Center office, consistent with the budget allocation. Fire Department may have two additional computers, but replacement is still under review.
- Completed closing out seasonal employees and biometric time clocks.

Budget/Finance

- The Fiscal Year 2018-19 audit process has begun, with auditor field work to be scheduled once the year-end closing is completed.
- Staff completed the Abila Final Budget process.
- Staff is receiving training for the first year end closing in Abila as well as the first audit, to be coordinated and completed by staff.

- Staff is preparing the Developer Impact Fee Revenues and Expenditures Annual Report to be submitted to the County Chief of Administration Office.

Attachments:

6BB - Check Register for the Month of August

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 8/1/2019 Through 8/22/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Num...</u>	<u>Check Date</u>
	58,517.25	Payroll 08-09-19 Summer	Payroll 08-09-...	8/9/2019
	58,517.25		Total Payroll ...	8/9/2019
	777.37	Payroll 08/01/19 Term Check cut	Payroll 08/01...	8/1/2019
	777.37		Total Payroll ...	8/1/2019
Abila	687.00	Accounting Software 07/20-08/19/19	30818	8/1/2019
	687.00		Total 30818	8/1/2019
Abila	687.00	Accounting Software 08/20-09/19/19	30957	8/22/2019
	687.00		Total 30957	8/22/2019
ADM Screening	115.00	PE & Spirometry FD RES FF 07/22/19	30819	8/1/2019
	115.00		Total 30819	8/1/2019
Airespring Inc.	564.57	Internet Broadbands CSD/Lake July 2019	30909	8/15/2019
	564.57		Total 30909	8/15/2019
Airgas National Carbonation	321.49	Co2 - Lagoon 07/19/19	30820	8/1/2019
Airgas National Carbonation	157.23	Co2 - Pool 07/19/19		8/1/2019
	478.72		Total 30820	8/1/2019
Airgas National Carbonation	339.21	CO2 delv - Lagoon 07/26/19	30910	8/15/2019
Airgas National Carbonation	272.24	CO2 delv - Lagoon 08/01/19		8/15/2019
Airgas National Carbonation	181.60	CO2 delv - Pool 07/26/19		8/15/2019
Airgas National Carbonation	87.22	CO2 delv - Pool 08/01/19		8/15/2019
Airgas National Carbonation	260.95	CO2 tank rental, Lagoon 07/31/19		8/15/2019
	1,141.22		Total 30910	8/15/2019
Airgas National Carbonation	430.80	CO2 delv, Lagoon 08/09/19	30958	8/22/2019
Airgas National Carbonation	95.80	CO2 delv, Pool 08/09/19		8/22/2019
	526.60		Total 30958	8/22/2019
Aislinn Pilloff	54.00	Art Class HH credit refund	30861	8/1/2019
	54.00		Total 30861	8/1/2019

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 8/1/2019 Through 8/22/2019

Vendor Name	Check Amount	Description	Check Num...	Check Date
Alhambra	83.52	Water delv 07/15 & 07/29 & cooler rental	30876	8/8/2019
	83.52		Total 30876	8/8/2019
All Star Rents	972.83	Loader rental, Gateway park 07/23/19	30821	8/1/2019
	972.83		Total 30821	8/1/2019
Andrew Webb	540.15	Inst. Tennis classes July 2019	30955	8/15/2019
	540.15		Total 30955	8/15/2019
Angius & Terry LLP	300.00	CC&R Legal Svcs - phone calls 06/05,10,19 2019 (fy18/19)	30822	8/1/2019
	300.00		Total 30822	8/1/2019
AT&T Calnet 3	347.87	Phone lines 06/24-07/23/19 BAN 9391035823	30823	8/1/2019
	347.87		Total 30823	8/1/2019
AT&T Calnet 3	150.69	FD Phone lines 06/24-07/23/19	30911	8/15/2019
	150.69		Total 30911	8/15/2019
AT&T Calnet 3	21.71	FD89 Fax line 07/10-08/09/19	30960	8/22/2019
	21.71		Total 30960	8/22/2019
AT&T Calnet 3	21.67	RP Phone 07/10-08/09/19 BAN 9391035820	30961	8/22/2019
	21.67		Total 30961	8/22/2019
Barbara Barisone	125.00	Inst. Water Aerobics, July 2019	30825	8/1/2019
	125.00		Total 30825	8/1/2019
Bettina S. Helm	60.00	Cell Allowance - August 2019	30849	8/1/2019
	60.00		Total 30849	8/1/2019
Blain Stumpf Trucking	(685.09)	Sand for Lagoon 05/22/19	30490	8/20/2019
	(685.09)		Total 30490	8/20/2019
Blain Stumpf Trucking	685.09	Re-paying invoice (sand @ lagoon 05/22/19) chk lost in mail	30986	8/22/2019
	685.09		Total 30986	8/22/2019

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 8/1/2019 Through 8/22/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Num...</u>	<u>Check Date</u>
Bliss Power Lawn Equipment Co.	1,564.45	Stolen Equipment replacement - Lake	30827	8/1/2019
	1,564.45		Total 30827	8/1/2019
Branden Austin	160.00	Res ff shifts 07/13,16,26,31	30962	8/22/2019
	160.00		Total 30962	8/22/2019
Brian Agee	45.00	Fire Watch 06/26	30908	8/15/2019
Brian Agee	240.00	Res ff shifts 07/03,15,19,21,24,27		8/15/2019
	285.00		Total 30908	8/15/2019
Brittany Hieb	3,000.00	Trimming Privacy Bushes - Eastwood park 07/31/19	30850	8/1/2019
	3,000.00		Total 30850	8/1/2019
California Public Employee's Retirement System	17,224.25	August 2019 CalPERS Health Payment	1001363774	8/2/2019
	17,224.25		Total 100136...	8/2/2019
California Public Employee's Retirement System	1,139.87	PPE 08-03-19 CalPERS Retirement - Classic	1001379988	8/9/2019
	1,139.87		Total 100137...	8/9/2019
California Public Employee's Retirement System	3,109.76	PPE 08-09-19 CalPERS Retirement - Pepra	1001379992	8/9/2019
	3,109.76		Total 100137...	8/9/2019
California Public Employee's Retirement System	1,050.00	CalPERS GASB 68 Reporting Fee	1001388693	8/22/2019
	1,050.00		Total 100138...	8/22/2019
CalPERS 457 Plan	200.00	PPE 08/03/19 CalPERS 457 Plan	1001379891	8/9/2019
	200.00		Total 100137...	8/9/2019
Camino Power Tool	54.74	FD Premixed fuel 08/08/19	30964	8/22/2019
Camino Power Tool	24.45	FD Stihl Mix 08/16/19		8/22/2019
	79.19		Total 30964	8/22/2019
Cap City Sports Academy LLC	823.70	FF Camps July 2019	30830	8/1/2019
	823.70		Total 30830	8/1/2019
Carbon Copy, Inc.	5.75	FD88 Copy count July 2019	30831	8/1/2019

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 8/1/2019 Through 8/22/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Num...</u>	<u>Check Date</u>
Carbon Copy, Inc.	43.15	FD89 Copy counts July 2019		8/1/2019
	48.90		Total 30831	8/1/2019
Carbon Copy, Inc.	71.74	Copier CSD August 2019	30965	8/22/2019
Carbon Copy, Inc.	39.24	FD89 Copier August 2019		8/22/2019
	110.98		Total 30965	8/22/2019
CardConnect	50.00	Bolt Devices lease July 2019	30832	8/1/2019
	50.00		Total 30832	8/1/2019
Carolina Johnson	90.00	Guard Start class cancelled - refund	30852	8/1/2019
	90.00		Total 30852	8/1/2019
Challenger Sports Corp.	1,567.00	Sports Camp 06/17-06/21/19 (fy18/19)	30833	8/1/2019
	1,567.00		Total 30833	8/1/2019
Chris Sanchez	300.00	Hall rental 07/27, Deposit Refund	30902	8/8/2019
	300.00		Total 30902	8/8/2019
Churchill's Hardware, Inc.	57.21	Hardware/Supplies FD 07/05-07/19/19	30835	8/1/2019
	57.21		Total 30835	8/1/2019
Churchill's Hardware, Inc.	188.76	Parks/Lake/Pool misc hardware, etc July 2019	30913	8/15/2019
	188.76		Total 30913	8/15/2019
Cintas Corporation #622	286.92	CC Janitorial Supplies 08/01/19	30836	8/1/2019
	286.92		Total 30836	8/1/2019
Cintas Corporation #622	53.03	Garbage can liners CC 07/12/19	30914	8/15/2019
Cintas Corporation #622	309.64	Janitorial Supplies CC 08/08/19		8/15/2019
	362.67		Total 30914	8/15/2019
Cintas Corporation #622	286.92	Janitorial Supplies - CC 08/15/19	30967	8/22/2019
	286.92		Total 30967	8/22/2019
City of Sacramento	900.00	FD driver training 08/06 & 08/08 Ewing	30915	8/15/2019

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Vendor Name	Check Amount	Description	Check Num...	Check Date
	900.00		Total 30915	8/15/2019
Clark Woods	300.00	Gym rental 07/01 Deposit refund	30907	8/8/2019
	300.00		Total 30907	8/8/2019
Cold Control Refrigeration, Inc	1,300.00	FD89 replaced Compressor 08/20/19	30968	8/22/2019
	1,300.00		Total 30968	8/22/2019
Comcast	44.99	FD88 Internet 07/14-08/13/19	30837	8/1/2019
	44.99		Total 30837	8/1/2019
Comcast	153.08	FD 89 Internet 08/11-09/10/19	30969	8/22/2019
	153.08		Total 30969	8/22/2019
Comcast	44.99	FD88 Internet 08/14-09/13/19	30970	8/22/2019
	44.99		Total 30970	8/22/2019
Conforti Plumbing, Inc	770.50	FD88 Gas line repair	30838	8/1/2019
Conforti Plumbing, Inc	237.00	Lake, women's RR toilet repair 07/24/19		8/1/2019
	1,007.50		Total 30838	8/1/2019
CoreLogic Solutions LLC	165.00	CC&R Map software July 2019	30916	8/15/2019
	165.00		Total 30916	8/15/2019
Craig Shuler	60.00	Cell Allowance- August 2019	30866	8/1/2019
	60.00		Total 30866	8/1/2019
Dawn Avalon	197.40	Inst. Tai Chi Health July 2019	30824	8/1/2019
	197.40		Total 30824	8/1/2019
De Lage Landen Financial Services, Inc.	87.97	FD88 Copier lease 07/15-08/14/19	30839	8/1/2019
	87.97		Total 30839	8/1/2019
De Lage Landen Financial Services, Inc.	176.96	FD89 Copier lease Aug 2019	30917	8/15/2019
	176.96		Total 30917	8/15/2019
Delta Dental of California	1,238.37	Dental - August 2019	30840	8/1/2019
	1,238.37		Total 30840	8/1/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Num...</u>	<u>Check Date</u>
Delta Dental of California	1,238.37	Dental - September 2019	30972	8/22/2019
	1,238.37		Total 30972	8/22/2019
Department of Industrial Relations	485.00	OSHA penalty Pymt #2 due 08/31/19	30918	8/15/2019
	485.00		Total 30918	8/15/2019
Department of Justice	32.00	Pre-emp fingerprinting July 2019	30919	8/15/2019
	32.00		Total 30919	8/15/2019
Dept. of the CA Highway Patrol	123.15	SS 2019 CHP traffic control remainder due	30841	8/1/2019
	123.15		Total 30841	8/1/2019
DSA Technologies, Inc	1,649.00	MSA, IT Maint - August 2019	30842	8/1/2019
	1,649.00		Total 30842	8/1/2019
DSA Technologies, Inc	5,933.67	FD laptop & pc New upgrades for 2019	30877	8/8/2019
	5,933.67		Total 30877	8/8/2019
DSA Technologies, Inc	5,879.38	5 computer towers Wind 10, FY19/20 CSD, Parks & FD	30921	8/15/2019
DSA Technologies, Inc	1,797.00	MSA, IT Maint - FY 19/20 Amend 5% inc June, July & Aug.		8/15/2019
	7,676.38		Total 30921	8/15/2019
DSA Technologies, Inc	2,674.31	MSA, IT Srvcs, September 2019	30973	8/22/2019
	2,674.31		Total 30973	8/22/2019
EDC Chamber of Commerce	495.00	FY19/20 Leadership ED Membership -K. Magoolaghan	30843	8/1/2019
	495.00		Total 30843	8/1/2019
El Dorado County Sheriff's Office	102.00	Fingerprinting Srvc June 2019 (billing office behind) fy1819	30844	8/1/2019
El Dorado County Sheriff's Office	68.00	Fingerprinting Srvcs March 2019 (billing office behind)		8/1/2019
	170.00		Total 30844	8/1/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Num...</u>	<u>Check Date</u>
El Dorado Irrigation District	1,838.00	Water/Sewer 05/21-07/30/19 FD89	30878	8/8/2019
	1,838.00		Total 30878	8/8/2019
El Dorado Irrigation District	187.53	Water/Sewer 05/22-07/30/19 Rasm RR's	30879	8/8/2019
	187.53		Total 30879	8/8/2019
El Dorado Irrigation District	520.88	Water/Sewer 05/22-07/30/19 FD88	30880	8/8/2019
	520.88		Total 30880	8/8/2019
El Dorado Irrigation District	253.81	Water 05/22-07/22/19 Hacienda Dog Park	30881	8/8/2019
	253.81		Total 30881	8/8/2019
El Dorado Irrigation District	241.29	Water/Sewer 05/24-07/30/19 Rasmussen	30882	8/8/2019
	241.29		Total 30882	8/8/2019
El Dorado Irrigation District	3,550.30	Water 05/22-07/22/19 Christa M	30883	8/8/2019
	3,550.30		Total 30883	8/8/2019
El Dorado Irrigation District	383.83	Water/Lndscp Wtr 05/23-07/23/19 Bar JA	30884	8/8/2019
	383.83		Total 30884	8/8/2019
El Dorado Irrigation District	755.48	Water 05/22-07/22/19 Bar JB	30885	8/8/2019
	755.48		Total 30885	8/8/2019
El Dorado Irrigation District	1,485.80	Water 05/25-07/26/19 D. West	30886	8/8/2019
	1,485.80		Total 30886	8/8/2019
El Dorado Irrigation District	2,434.67	Water/Sewer 05/22-07/30/19 CP Lake	30887	8/8/2019
	2,434.67		Total 30887	8/8/2019
El Dorado Irrigation District	279.67	Wtr/Lndscp Wtr 05/21-07/22/19 Chardi Corner	30888	8/8/2019
	279.67		Total 30888	8/8/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Num...</u>	<u>Check Date</u>
El Dorado Irrigation District	2,222.94	Water/Sewer 05/23-07/30/19 CC	30889	8/8/2019
	2,222.94		Total 30889	8/8/2019
El Dorado Irrigation District	823.37	Water/Sewer/RW 05/23-07/30/19 Pool & Grounds	30890	8/8/2019
	823.37		Total 30890	8/8/2019
Ellamae J. Wooten	200.00	Dir Comp Mtgs 08/05,21	30992	8/22/2019
	200.00		Total 30992	8/22/2019
Epperson Law Group, PC	1,872.00	Legal Srvc, calls, mtgs, BOD, 06/03-06/19 & 07/12,17 (fy1819)	30845	8/1/2019
	1,872.00		Total 30845	8/1/2019
Eric William Blodgett Aiston	200.00	Dir Comp Mtgs 08/06,21	30959	8/22/2019
	200.00		Total 30959	8/22/2019
Ewing Irrigation Products, Inc.	396.83	Parks -Ag supplies 07/25/19	30846	8/1/2019
	396.83		Total 30846	8/1/2019
Felicity Wood Carlson	300.00	Dir Comp Mtgs 08/05,06,21	30966	8/22/2019
	300.00		Total 30966	8/22/2019
Fire Apparatus Solutions	66.00	FD hardwired DASH MOUNT	30922	8/15/2019
Fire Apparatus Solutions	70.40	FD vehicle seat switch		8/15/2019
	136.40		Total 30922	8/15/2019
Folsom Officials Association	1,260.00	Adult BB Officials 06/11-07/30/19	30891	8/8/2019
	1,260.00		Total 30891	8/8/2019
Greg Dalbeck	150.00	Parks-Boot reimb 08/19/19	30971	8/22/2019
	150.00		Total 30971	8/22/2019
Highlander Termite & Pest Control	75.00	FD 89 Pest Control 08/08/19	30923	8/15/2019
	75.00		Total 30923	8/15/2019
Highlander Termite & Pest Control	30.00	D. West rodent control 08/07/19	30924	8/15/2019

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Vendor Name	Check Amount	Description	Check Num...	Check Date
	30.00		Total 30924	8/15/2019
Holly Morrison	300.00	Dir Comp Mtgs 08/05,06,21	30976	8/22/2019
	300.00		Total 30976	8/22/2019
Home Depot Credit Services	46.63	Parks & Pool Supplies 07/17 & 07/23/19	30894	8/8/2019
	46.63		Total 30894	8/8/2019
Hunt & Sons	1,363.62	FD Fuel 07/19/19	30925	8/15/2019
Hunt & Sons	1,747.73	FD Fuel 07/26/19		8/15/2019
Hunt & Sons	1,376.32	FD Fuel 08/02/19		8/15/2019
Hunt & Sons	1,361.27	FD Fuel 08/09/19		8/15/2019
	5,848.94		Total 30925	8/15/2019
Hunt & Sons	1,461.76	FD Fuel 08/16/19	30975	8/22/2019
	1,461.76		Total 30975	8/22/2019
Jack Webb	60.00	Res ff Fire watch 06/25	30956	8/15/2019
Jack Webb	200.00	Res ff shifts 07/12,13,19,20,25		8/15/2019
	260.00		Total 30956	8/15/2019
Jean Louise Bransford	180.60	Inst. Cooking 08/01-08/16/19	30912	8/15/2019
	180.60		Total 30912	8/15/2019
Jennifer Candelario	40.00	Dance room rental 06/03 - deposit refund	30829	8/1/2019
	40.00		Total 30829	8/1/2019
Jennifer O'Neill	4.87	Mileage reimb lake to csd July 29-31	30896	8/8/2019
	4.87		Total 30896	8/8/2019
Jennifer O'Neill	61.27	Reimb - snacks Growlersburg crew 8/13/19	30931	8/15/2019
	61.27		Total 30931	8/15/2019
Jill Ritzman	100.00	Cell Allowance - August 2019	30864	8/1/2019
	100.00		Total 30864	8/1/2019
Joshua C. Marks	1,025.00	Janitorial Srvc 07/17,19,24,26,& 31st	30857	8/1/2019
	1,025.00		Total 30857	8/1/2019

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Vendor Name	Check Amount	Description	Check Num...	Check Date
Joshua C. Marks	1,025.00	Janitorial Srvcs CC & Park restrooms 08/02,07,09,14	30929	8/15/2019
Joshua C. Marks	60.00	Janitorial Srvcs Rasm Park bathroom 08/02/19		8/15/2019
	1,085.00		Total 30929	8/15/2019
Karen Morgan	132.00	Swim lessons cancelled - refund	30895	8/8/2019
	132.00		Total 30895	8/8/2019
Karla Kamers	200.00	CalFire Feb burn damage claim - RV cover replaced	30853	8/1/2019
	200.00		Total 30853	8/1/2019
L.N. Curtis & Sons	6,110.03	In Kind Fire Supplies 07/22/19	30855	8/1/2019
	6,110.03		Total 30855	8/1/2019
L.N. Curtis & Sons	398.02	FD Gear per CFPD 07/31/19	30926	8/15/2019
L.N. Curtis & Sons	2,338.05	FD Gear per Robbins 08/06/19		8/15/2019
	2,736.07		Total 30926	8/15/2019
Larry McBride	600.00	In lieu med bens - retired August 2019	30858	8/1/2019
	600.00		Total 30858	8/1/2019
Lincoln Aquatics	796.57	Chlorine delv - Pool 07/19/19	30927	8/15/2019
	796.57		Total 30927	8/15/2019
Lincoln Aquatics	1,305.88	Chlorine delv - Lagoon 07/19/19 w/CM 34911250 -\$40.00)	30928	8/15/2019
	1,305.88		Total 30928	8/15/2019
Lukas Troutman	90.00	Res ff Fire watch 06/26	30950	8/15/2019
Lukas Troutman	160.00	Res ff shifts 06/06,13,20,26		8/15/2019
Lukas Troutman	120.00	Res ff shifts 07/04,11,17		8/15/2019
	370.00		Total 30950	8/15/2019
Matthew Reid	160.00	Res ff shifts 06/04,11,18,25	30862	8/1/2019
	160.00		Total 30862	8/1/2019
Michael Grassle	100.00	Cell Allowance - August 2019	30847	8/1/2019
	100.00		Total 30847	8/1/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Num...</u>	<u>Check Date</u>
Michael Grassle	125.28	mileage reimb - July 2019	30893	8/8/2019
	125.28		Total 30893	8/8/2019
Milauni Nagar	113.40	Inst. Auth Yoga 07/01-08/30/19	30978	8/22/2019
	113.40		Total 30978	8/22/2019
Mountain Democrat	23.63	Notice - Pub Hearing Taxation Voter Debt on 08/09/19	30930	8/15/2019
Mountain Democrat	20.25	Pub Hearing Notice - Final Budget FY 19/20 on 08/09/19		8/15/2019
Mountain Democrat	510.00	Summer Advertising & SS 2019 (w/cm #88 -\$150.00)		8/15/2019
	553.88		Total 30930	8/15/2019
Municipal Resource Group LLC	700.00	Director Teleconf/memo review 08/05/19	30977	8/22/2019
	700.00		Total 30977	8/22/2019
Myung Chong	450.00	Inst. Mod Zumba July 2019	30834	8/1/2019
	450.00		Total 30834	8/1/2019
Pathian Administrators	161.07	Vision Benefits - August 2019	30859	8/1/2019
	161.07		Total 30859	8/1/2019
Pathian Administrators	161.07	Vision Benefits - September 2019	30979	8/22/2019
	161.07		Total 30979	8/22/2019
Paychex	136.55	Paychex Fees for Term Check cut 08/01/19	2019073101	8/2/2019
	136.55		Total 201907...	8/2/2019
Paychex	370.80	Paychex Payroll Fees for 08-09-2019	2019080601	8/9/2019
	370.80		Total 201908...	8/9/2019
Paychex	441.87	Paychex Fees HR August 2019	20371495	8/16/2019
Paychex	591.38	Paychex Fees Stratustime July 2019		8/16/2019
	1,033.25		Total 20371495	8/16/2019
PG&E	2,788.27	Elec FD's & Carousel 06/26-07/25/19	30860	8/1/2019

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Vendor Name	Check Amount	Description	Check Num...	Check Date
	2,788.27		Total 30860	8/1/2019
PG&E	6,079.17	Elec 06/26-07/26/19 St lights Parks/LLAD's (check #1 of 2)	30897	8/8/2019
	6,079.17		Total 30897	8/8/2019
PG&E	5,176.16	Elec 06/26-07/26/19 St lights LLAD's (check #2 of 2)	30898	8/8/2019
	5,176.16		Total 30898	8/8/2019
PG&E	9,665.65	Elec 06/26-07/25/19 CP Lake & Lagoon	30899	8/8/2019
	9,665.65		Total 30899	8/8/2019
Ponderosa Auto Express, Inc.	414.84	FD88 2006 vehicle oil maint 05/31/19 FY18/19	30932	8/15/2019
	414.84		Total 30932	8/15/2019
Prep Concrete & Construction	800.00	FD89 APP bay maint & stain guard floor 07/25/19	30933	8/15/2019
	800.00		Total 30933	8/15/2019
Public Employee's Union Local 1	147.02	Union Dues for payroll 08-09-19	30900	8/8/2019
	147.02		Total 30900	8/8/2019
Public Employee's Union Local 1	146.70	Union Dues for Payroll 08-23-19	30980	8/22/2019
	146.70		Total 30980	8/22/2019
R.J. Ricciardi, Inc CPA's	1,784.81	Audit 18/19 Srvc's	30901	8/8/2019
	1,784.81		Total 30901	8/8/2019
Rescue Training Institute, Inc.	38.50	Inst. CABS class 07/23/19	30863	8/1/2019
	38.50		Total 30863	8/1/2019
Rescue Training Institute, Inc.	77.00	Inst. CABS course 08/06/19	30981	8/22/2019
	77.00		Total 30981	8/22/2019
Richard A. Kowaleski	174.00	Inst. Dance July 2019	30854	8/1/2019
	174.00		Total 30854	8/1/2019
Riebes Auto Parts	59.56	Lake - Mower battery 08/08/19	30934	8/15/2019

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Vendor Name	Check Amount	Description	Check Num...	Check Date
	59.56		Total 30934	8/15/2019
Rosalie M. Stearns	252.00	Inst. Hula classes July 2019	30870	8/1/2019
	252.00		Total 30870	8/1/2019
Roy M. Imai	81.00	Inst. Tai Chi Bal July 2019	30851	8/1/2019
	81.00		Total 30851	8/1/2019
Sam's Club Direct	523.80	Sams Club card purchases 06/21-07/17/19	30865	8/1/2019
	523.80		Total 30865	8/1/2019
Sarah St. Claire	160.00	Cancelled son Jedi Camp - refund w/ fee	30869	8/1/2019
	160.00		Total 30869	8/1/2019
SDRMA	1,748.40	Workers Comp FY19/20 Chk#1 of 9 by depts.	30936	8/15/2019
	1,748.40		Total 30936	8/15/2019
SDRMA	8,405.29	Workers Comp FY19/20 Chk#2 of 9 by depts.	30937	8/15/2019
	8,405.29		Total 30937	8/15/2019
SDRMA	8,405.29	Workers Comp FY19/20 Chk#3 of 9 by depts.	30938	8/15/2019
	8,405.29		Total 30938	8/15/2019
SDRMA	8,405.29	Workers Comp FY19/20 Chk#4 of 9 by depts.	30939	8/15/2019
	8,405.29		Total 30939	8/15/2019
SDRMA	6,572.96	Workers Comp FY19/20 Chk#5 of 9 by depts.	30940	8/15/2019
	6,572.96		Total 30940	8/15/2019
SDRMA	6,572.96	Workers Comp FY19/20 Chk#6 of 9 by depts.	30941	8/15/2019
	6,572.96		Total 30941	8/15/2019
SDRMA	9,140.87	Workers Comp FY19/20 Chk#7 of 9 by depts.	30942	8/15/2019
	9,140.87		Total 30942	8/15/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Num...</u>	<u>Check Date</u>
SDRMA	5,472.07	Workers Comp FY19/20 Chk#8 of 9 by depts.	30943	8/15/2019
	5,472.07		Total 30943	8/15/2019
SDRMA	3,554.23	Workers Comp FY19/20 Chk#9 of 9 by depts.	30944	8/15/2019
	3,554.23		Total 30944	8/15/2019
Shara Langford	300.00	West 1/2 Hall rental 07/18 - Deposit refund	30856	8/1/2019
	300.00		Total 30856	8/1/2019
Shawn Rogan	120.00	Res ff shifts 07/08,14,18	30982	8/22/2019
	120.00		Total 30982	8/22/2019
Sierra Security & Fire	150.00	2nd Qtr Security/Alarm CC 2019	30946	8/15/2019
Sierra Security & Fire	99.00	2nd Qtr Security/Alarm CP Lake 2019		8/15/2019
Sierra Security & Fire	90.00	2nd Qtr Security/Alarm FD88 2019		8/15/2019
Sierra Security & Fire	90.00	2nd Qtr Security/Alarm FD89 2019		8/15/2019
	429.00		Total 30946	8/15/2019
Sign Banner Print Express	62.21	Pooch Plunge flyers/banner revs 2019	30867	8/1/2019
	62.21		Total 30867	8/1/2019
SiteOne Landscape Supply	19.62	Hac Park irrig supply (w/ pay discount -0.37)	30868	8/1/2019
	19.62		Total 30868	8/1/2019
SiteOne Landscape Supply	29.93	Hacienda dog park supplies (w/ pay disc -0.57)	30947	8/15/2019
SiteOne Landscape Supply	109.56	Hacienda park irrig. (w/ pay disc -\$2.08)		8/15/2019
	139.49		Total 30947	8/15/2019
Ski Air Incorporated	1,627.42	CSD A/C Maint & Repair 07/10/19	30948	8/15/2019
	1,627.42		Total 30948	8/15/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Num...</u>	<u>Check Date</u>
SS/CP Chamber of Commerce	148.00	SS/CP Chamber Membership FY19/20	30945	8/15/2019
	148.00		Total 30945	8/15/2019
Standard Plumbing Supply Co.	24.20	Christa - plumbing 08/12/19	30949	8/15/2019
	24.20		Total 30949	8/15/2019
Stephen Beck	780.00	Inst. Futsal July Clinics 2019	30826	8/1/2019
	780.00		Total 30826	8/1/2019
Stephen Beck	630.00	Inst. Futsal 2 August clinics	30963	8/22/2019
	630.00		Total 30963	8/22/2019
Stratus Environmental, Inc	1,827.80	CP Lake Envirn Srvc 2019 through 07/31/19 FY 19/20	30985	8/22/2019
Stratus Environmental, Inc	3,315.50	CP Lake Envirn Srvc through 03/29/19 FY 18/19		8/22/2019
	5,143.30		Total 30985	8/22/2019
Susan Settle	10.44	Senior program/Office Reimb	30984	8/22/2019
	10.44		Total 30984	8/22/2019
Taylor Doll	160.00	Res ff shifts 07/07,10,14,31	30920	8/15/2019
	160.00		Total 30920	8/15/2019
Teresa Haverty	59.40	Inst. Paint & Splash class July 2019	30848	8/1/2019
	59.40		Total 30848	8/1/2019
The Auto Analyst, Inc.	3,318.52	FD 2010 F150 repairs 07/22/19	30903	8/8/2019
	3,318.52		Total 30903	8/8/2019
The Clipper	3,100.80	Fall Activity Guide mail processing for 8/16/19	30871	8/1/2019
	3,100.80		Total 30871	8/1/2019
Think, Inc.	4,897.68	Fall Act Guide 2019 Pkng & Delv	30987	8/22/2019
	4,897.68		Total 30987	8/22/2019
Timothy Dana Bowen	668.20	Inst. Jedi Master Camp July 2019	30828	8/1/2019

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Check/Voucher Register - Check Register
 From 8/1/2019 Through 8/22/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Num...</u>	<u>Check Date</u>
	668.20		Total 30828	8/1/2019
Tina Lynn Goins	200.00	Cover pages Summer Act Guide, delayed billing fy18/19	30892	8/8/2019
Tina Lynn Goins	100.00	E-News, August 2019		8/8/2019
Tina Lynn Goins	1,039.00	Fall Actv Guide design, etc & Images 2019		8/8/2019
	1,339.00		Total 30892	8/8/2019
TPX Communications	891.79	CSD Phones/Internet August 2019	30904	8/8/2019
	891.79		Total 30904	8/8/2019
U.S. Bank	5,986.31	Cal Card Purchases 06/24-07/20/19	30872	8/1/2019
	5,986.31		Total 30872	8/1/2019
Umpqua Bank	56.02	Maintenance Fee for July 2019	Maint Fee	8/20/2019
	56.02		Total Maint Fee	8/20/2019
Umpqua Bank	1,098.51	CC Merch Fees - Vantiv - July 2019	Merch Fees	8/9/2019
	1,098.51		Total Merch F...	8/9/2019
United Rentals	1,517.38	SS 2019 Light rentals (part 1) (fy 18/19)	30873	8/1/2019
United Rentals	573.59	SS 2019 Light rentals (part 2) (fy18/19)		8/1/2019
	2,090.97		Total 30873	8/1/2019
United Rentals	511.04	Generator for SS 2019 (w/ CM 170948342-007 -\$199.10)	30951	8/15/2019
United Rentals	608.91	Generator for SS 2019 (w/ CM 170948342-008 -\$199.10)		8/15/2019
United Rentals	626.94	Generator for SS 2019 (w/ CM 170972623-004 -\$199.10)		8/15/2019
United Rentals	1,373.18	Generator for SS 2019 (w/ CM 170972623-005 -\$398.20)		8/15/2019
United Rentals	380.50	Light Towers for SS 2019 (w/ CM 170948358-003 -\$45.17)		8/15/2019
	3,500.57		Total 30951	8/15/2019
Upholstery Plus	45.00	FD Bucket Seat repair 08/13/19	30988	8/22/2019
	45.00		Total 30988	8/22/2019

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 8/1/2019 Through 8/22/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Num...</u>	<u>Check Date</u>
Uptown Studios, Inc	5,100.00	ADA Compliance configuration of website	30905	8/8/2019
Uptown Studios, Inc	350.00	Web Maint. July 2019		8/8/2019
	5,450.00		Total 30905	8/8/2019
Uptown Studios, Inc	50.00	1 yr domain renewal - cameronpark.org	30952	8/15/2019
	50.00		Total 30952	8/15/2019
Vanessa Esmerelda Harris Faur	160.00	Res ff shifts 07/11,18,21,30	30974	8/22/2019
	160.00		Total 30974	8/22/2019
Vavrinek, Trine, Day & Co., LLP	2,720.00	Prof Srvcs CPA June 2019 (late billing) FY 18/19	30953	8/15/2019
	2,720.00		Total 30953	8/15/2019
Vavrinek, Trine, Day & Co., LLP	2,690.00	Prof Srvcs CPA July 2019 FY 19/20	30954	8/15/2019
	2,690.00		Total 30954	8/15/2019
Verizon Business	5.24	FD phone carrier charges July 2019	30989	8/22/2019
	5.24		Total 30989	8/22/2019
Verizon Wireless	384.66	FD Wireless 06/16-07/15/19 (fy19/20) 970402560-00001	30874	8/1/2019
	384.66		Total 30874	8/1/2019
Verizon Wireless	114.03	FD Wireless 06/16-07/15/19 (fy19/20) 970402560-00004	30875	8/1/2019
	114.03		Total 30875	8/1/2019
Verizon Wireless	664.08	Wireless Phones CC, Rec & Parks 07/11-08/10/19	30990	8/22/2019
	664.08		Total 30990	8/22/2019
Verizon Wireless	201.42	Ipads & Hotspots - Parks 07/11-08/10/19	30991	8/22/2019
	201.42		Total 30991	8/22/2019
Wilkinson Portables, Inc.	34.33	Port potty rentals Blue Oak, YFF June 2019 fy 18/19	30906	8/8/2019
	34.33		Total 30906	8/8/2019

**Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 8/1/2019 Through 8/22/2019**

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Num...</u>	<u>Check Date</u>
Zachary Schnetz	90.00	Res ff Fire watch shift 06/24	30935	8/15/2019
	90.00		Total 30935	8/15/2019
Zachary Schnetz	160.00	Res ff shifts 07/01,09,22,29	30983	8/22/2019
	160.00		Total 30983	8/22/2019
Report Total	306,654.66			



Agenda Transmittal

DATE: September 18, 2019

FROM: Tina Helm, Recreation Supervisor

AGENDA ITEM #6D: Recreation Department Report

RECOMMENDED ACTION: RECEIVE AND FILE

- Labor Day at the Pool was held on September 2nd and over 200 people attended. Two raffle prizes were created with about 30 entries vying for the prize. Community members participated in some of the games, however, most just came for the day to enjoy the pool.
- The Fall Activity Guides were delivered on August 16th and staff received lots of positive feedback on the issue.
- The kiosk booth closed for the season as of Monday, September 2nd. Thank you to all staff that worked the booth this summer.
- The pool will remain open on the weekends through the month of September with hours from 1-4pm.
- Sports groups are out on the fields at Dave West, Christa McAuliffe, and Rasmussen Parks. These groups include: Prospector Soccer, Ponderosa Little League, Mother Lode Rugby, Rescue Rebels, and Pondo Patriots.
- Staff continues to meet with the Senior Leadership Council. At the meeting in August, items discussed included the "Blast From the Past" event scheduled for Thursday, September 12th. This event is a free concert for seniors with music provided by a band that consists of 30 to 40+ members from El Dorado, Sacramento, and Placer Counties. Attendance at Senior Nutrition Lunches is increasing; 26 meals were served on Monday.

- Upcoming events include: the Blast From the Past concert on September 12th, the Yard Sale and Community Clean Up Day on September 14th, the Halloween Carnival and Pumpkin Patch on October 19th, the Christmas Craft Faire on November 23rd, the 3rd Annual Christmas Tree Lighting on December 6th, and the Santa Run/Pancake Breakfast on December 7th.

On a departing note:

This will be my final Board Meeting – I have enjoyed the more than 25 years here with the Community Services District. During my time with the district I have seen so many transformations – some (but not all) include the development of Christa McAuliffe and Dave West Park, the renovations made to Hacienda Park for the dog park, and of course the Community Center. I have enjoyed the experience of working with the staff and especially the community. I have worked under a variety of supervisors, as well as an assortment of staff and seen many changes. I began my career here as a lifeguard and worked my way up to become the Recreation Supervisor and have enjoyed it all over the years. I hope to travel and do some other things. I plan to still be involved in some way. I would like to feel that I contributed to the community and that people appreciated my contributions.

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: September 18, 2019

FROM: Michael Grassle, Parks and Facilities Superintendent

AGENDA ITEM #6E: Parks & Facilities Department Report

RECOMMENDED ACTION: **RECEIVE AND FILE**

General Information

- Staff met with Rosemary O’Camb, a resident who lives on Cameron Park Lake. The topic discussed was utilizing volunteers to assist park staff with maintaining Cameron Park Lake. Staff created a flyer with the different projects outlined for the volunteers.
- Staff met with Target Specialties to discuss the lack of turf grass at Cameron Park Lake. Staff will come up with a detailed plan this fall to address this issue.
- The District was issued a Government Bar Number so we can get all of the District fleet smogged and recorded.
- The District is seeking quotes for a new utility vehicle to assist the department with accessing the open space properties. This purchase was approved in the FY 2019-20 budget to replace the failing golf cart.
- The superintendent met with Cal Fire station 88 and the Air Park staff to discuss large oak trees that need to be topped. The trees are impeding the line of sight for the planes that take off from the airport.

Cameron Park Lake

Growlersburg cleared the vegetation on the face of the dam along with the spillway into Deer Creek. Staff used an aquatic herbicide to eliminate the tules throughout the spillway.

Sports Fields

Sports fields are business as usual. Prospector Soccer is utilizing Christa McAuliffe and Rasmussen Park for the summer and fall seasons.

Parks and LLADs

- Staff replaced an irrigation valve at Bar J A west of El Norte. The landscaping was not irrigating. Everything is up and running again.
- The District has had two successfully completed Eagle Scout projects at Hacienda Park. The first project was a split rail fence between the parking lot and creek. The second project was to build 4 picnic benches that were placed around the outside of the dog park.

Community Center

Ski Air came out to service all of the roof top HVAC units. This is part of the District preventative maintenance plan. Ski Air replaced 9 belts, 4 fans, and cleaned all the coils. They also eliminated all of the wasps that were living inside the units.

Skate Park

- District staff met with members of the community regarding the closure of the skate park on Monday, August 12th. The topics discussed were rules and regulations, roles and responsibilities, expectations, and consequences. Overall, the meeting went well and the District has not experienced any issues since the meeting. The District will close the skate park for a period of time if the expectations are not met moving forward.
- Staff will be meeting with Mr. Security in early September to discuss upgrading the cameras at the Skate Park.

Cal Fire / Growlersburg

- *Thursday, August 1st* - The District received one crew. They continued cutting vegetation at Knollwood Park.

- *Friday, August 2nd* - The District received one crew. They knocked down all of the regrowth at David West Park (retention pod area).
- *Monday, August 12th* - The District received one crew. The crew removed the rest of the vegetation along the dam at Cameron Park Lake.
- *Tuesday, August 13th* - The District received one crew. The crew removed the vegetation through the spill way at Cameron Park Lake.
- *Tuesday, August 27th* - The District received two crews. The crews went through the open space at Hacienda Park trimming up trees and removing any regrowth that occurred.
- *Thursday, August 29th* - The District received one crew. The crew continued trimming trees and cutting any regrowth at Hacienda Park.

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: September 18, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM #6F: CC&R Report

RECOMMENDED ACTION: RECEIVE AND FILE

Kate Magoolaghan is out on leave for up to six weeks. Mike Grassle, Parks Superintendent, is covering the Architecture Review, and Robert Dalton is covering CC&R Compliance as a part-time, contract employee. Staff feels fortunate to have Bob cover Kate's desk with his knowledge and experience. Bob is getting his feet underneath himself in this busy office, and we appreciate everyone's patience.

The CC&R meeting was postponed by one week due to a lack of quorum. The agenda will include consideration of a new community member, and to discuss a process to update policies and procedures that provide framework for both CC&R enforcement/compliance and Architecture Review.



Agenda Transmittal

DATE: September 18, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM #8: PROPOSED NAME CHANGE FOR HACIENDA PARK

RECOMMENDED ACTION: CONSIDER PROPOSAL; SEE ATTACHED CORRESPONDENCE

Introduction

At the July 2019 Parks and Recreation Committee meeting, Board Member Holly Morrison presented the subject of changing the name of Hacienda Park to Paul Ryan Park. Friends of Paul Ryan are requesting that the Board of Directors approve changing the name of Hacienda Park to the Paul Ryan Park (Attachment 8A).

Paul Ryan served the community as a District employee and Board member. Cameron Park Community Services District (District) Policy 1061 (Attachment 8B) provides guidance to the Board of Directors for naming District Parks and amenities.

Parks and Recreation Committee

The Parks and Recreation Committee was divided in their support of the proposed name change. Items discussed included the bench and memorial area located at the lake, and concern over changing the name of an established, long-time park.

Discussion

According to District records, Paul Ryan served as an employee and Board member as follows:

- 1992 hired as a Maintenance Technician I
- 1994 promoted to a Maintenance Foreman
- 1996 promoted to a Parks Superintendent
- 2002 resigned as a Parks Superintendent in July
- 2002 elected to the Board of Directors in November
- 2006 resigned from the Board of Directors and was hired as a Parks Superintendent in the same month, January

While the District records are unclear, Ryan provided leadership to the District in the absence of a General Manager, especially during the construction of the Cameron Park Community Center.

Paul Ryan passed away on August 5, 2015 while employed at the District. Shortly after his death, Ryan's family raised funds and constructed a memorial at Cameron Park Lake, which includes a plaque, bench, tree and planter (photos available at the Board meeting).

Attachments:

8A – Friends of Paul Ryan Park Letter to the Board of Directors

8B - Policy 1061

8C – Letter of Support, David Johnson



September 10, 2019

Hello!

On behalf of the 'Friends of Paul Ryan', I am submitting the request to the Cameron Park Community Services District (CPCSD) for consideration to rename Hacienda Park in honor of Paul Ryan. Please see attached.

The 'Friends of Paul Ryan' will make available to the district office the first of next week a PowerPoint presentation recapping the many accomplishments of Mr. Ryan in the many capacities of his service to Cameron Park and the CPCSD in addition to letters of support for this proposal.

Please do not hesitate to contact me with any questions.

Best regards,

J.R.Hichborn
530.306.0696

September 18, 2019

Dear Cameron Park Community Services District Board of Directors,

We come before the Cameron Park Community Services District Board of Directors (CPCSD BOD) with our request to rename Hacienda Park in order to honor Paul Ryan, a much loved and highly respected member of the Cameron Park Community and CPCSD Family.

Mr. Ryan held key positions with the CPCSD in his many years with the district. Among them were Interim Co-General Manager, a seat on the Board of Directors and Parks Superintendent.

Paul wore many hats during his association with the district and always provided superior leadership no matter the task. From his early years of service came the ideas, plans and supervision to create many of the iconic attractions and facilities including Chardi Corner, Cameron Park Lake - Lagoon and Dam, Community Center, Gym, Pool, Skate Park and our Dog Park.

Please accept our request to rename Hacienda Park as Paul Ryan Park. It was obvious to anyone who knew Paul how much he loved our special community and all the parks. Hacienda Park houses the off-leash dog park, Paul's last major project, and embodies the incredible partnerships he formed to take an idea through to a successful completion. There is no one more deserving of the community's acknowledgement for contributions that have made Cameron Park 'A Special Place To Live'.

'Friends of Paul Ryan' represents a vast group of community members, co-workers, dignitaries, Friends and Family who loved and respected Paul for his charm, humbleness, sense of humor, vision, dedication, steadfast loyalty to the community and teams, (staff, co-workers, Fire Department Family, Volunteers, Board of Directors, Friends and Family) never seeking personal praise or acknowledgement for his many accomplishments.

Renaming a park in his honor is a fitting tribute to such a beloved representative of the Community and CPCSD Family.

Respectfully,

Friends of Paul Ryan
J. R. Hichborn
530.306.0696

**CAMERON PARK COMMUNITY SERVICES DISTRICT
* POLICY GUIDE SERIES - 3000 OPERATIONS***

POLICY TITLE: NAMING OF DISTRICT PARKS AND FACILITIES
POLICY NUMBER: 1061

Purpose:

These guidelines are intended to establish rules and procedures to name facilities such as park and recreation facilities, section of facilities or rooms of facilities, including Parks, park benches other community property as deemed appropriate.

Definitions:

Parks are owned and managed by the CPCSD, used for public recreation purposes and include developed and undeveloped park areas and designated open space areas.

Facilities are owned and managed by the CPCSD to conduct District business.

Specific Facilities are facilities/amenities that could be located within a park or part of a Facility. These include, but are not limited to athletic fields, gymnasiums, meeting rooms, picnic shelters, tennis and basketball courts, aquatic facilities and playground equipment.

During the master-planning phase and/or prior to Board approving final plans and specifications on any park or public building, an open period of approximately two weeks will be announced giving individuals, staff and the Board an opportunity to suggest names for the facility.

If using a community naming process, a press release will be sent out notifying the public, and interested individuals could submit the appropriate form giving staff some information regarding the suggested name. Names should be submitted to the General Manager.

Provisions of plaques and/or other physical commemorative items relating to facility naming, if not donated, are subject to normal budgeting and purchasing processes of the District.

Staff, along with an established committee or selection committee, will review all names and prioritize and recommend a name for finalization by the Board of Directors. The Board will receive all names submitted along with the staff/committee evaluation.

Land or gifts with deed restrictions may not follow these guidelines. Names must be in accordance to District policy as noted.

Policy:

A. Parks:

1. Name to reflect geographical location, historical references or feature of park, or significant or unusual natural features known throughout the community.
2. Named after a significant individual(s).
3. The intent of naming is for permanent recognition. Therefore any request of CPCSD to rename an existing park, facility or specific facility will be subject to examination so as to not diminish the original justification for the name.

B. Buildings:

1. Name to reflect the services provided in facility.
2. Name to reflect geographical location.
3. Named after significant individual(s).

C. Criteria for naming a facility after an individual:

1. Individual must have made a significant contribution to the facility by:
 - a. Donation of land or large financial contribution to the facility.
 - b. Contributed substantially and improved the quality of life in the Cameron Park Community Service District. This could relate to involvement with parks and recreation or other community involvement.
 - c. The person being memorialized died in the line of duty serving CPCSD or the United States of America.
2. Each public facility or place within parks, such as ball fields, groves, walkways, trails and buildings or special rooms in a building could be named after selected individuals in their honor as desired and appropriate.

D. Criteria for creating memorials in an individual's name:

1. Individual must have made a significant contribution to the facility by:
 - a. Donation of land or large financial contribution to the facility.
 - b. Contributed significantly and improved the quality of life in the Cameron Park Community Services District. This could relate to involvement with parks and recreation or other public agency.
2. The memorial should be a non-living, low maintenance improvement, which should serve a purpose to the District, for example, a bench with a plaque. All costs of the improvement shall be the responsibility of the donor. The donor may submit information and recommendation to the General Manager regarding relevant history of the person to be memorialized, type of improvement desired and verbiage requested. Final decisions regarding the improvement, including, but not limited to, materials, equipment, location and labor will be made by the District.
3. The District must get approval from the individual or family (if available).

Procedures:

The following procedures for naming a park, CPCSD facility & specific facility will be used by the CPCSD Board:

- A. The CPCSD Board will evaluate the merit of each suggested park, CPCSD facility and specific facility name according to criteria outlined in this policy. The General Manager or designated staff shall make recommendations to the CPCSD Board for approval subject to the Board of Directors final approval.
- B. When appropriate CPCSD will solicit help/suggestions from historical societies or other groups having a specific knowledge, when considering a name to highlight an area's geographic or historic significance.
- C. To stimulate public interest and to obtain additional suggestions, a part of the selection process to name a park, facility or specific facility may include a contest or competition involving the public. Only suggestions which meet these policy guidelines will be considered.
- D. The naming of parks, facilities and specific facilities should begin prior to the first phase of development when possible.
- E. Groups or individuals may submit nominations for naming a new park, facility or specific facility in writing on a form provided by CPCSD, or in a letter that contains all pertinent information.

September 8, 2019

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

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

Re: Paul Ryan-Park

Dear Vice President Scobey and Board Members Carlson, Wooten, Morrison and Aiston,

In that I believe I know only one of the current CPCSD Board Members, let me provide a brief introduction. I am David M. Johnson and between the years 1994-2010 I was a CPCSD Board Member for 12 years, 4 of which I served as Board President. Unfortunately I cannot attend the September 18, 2019 board meeting. Therefore I am submitting this letter to express my opinions re Paul Ryan and why naming a CPCSD park after him would be very appropriate.

I worked with Paul on many matters during my time on the board. Most of this time was when Paul was Parks Supervisor but also the time period that Paul served as a Board Member. Therefore I was able to see his qualities both as a CPCSD employee and also as a CPCSD Board Member. There was an additional time period, actually I think two, when, due to reasons that are not relevant re the current matter, Paul, when asked by the board to step up and take over as a temporary co-general manager (along with Livia), assumed these additional duties without hesitation, worked extra hours, and greatly helped out the CPCSD.

To summarize Paul's qualities both as an employee and also as a Board Member, what I recall very well is how Paul was usually my 'go to' person whenever I needed assistance, or just advice, regarding a project, or other matters I encountered as a Board Member. The response I would get from Paul was always one of how he would look into the matter, figure out what had to be done, and accomplish whatever was needed to be done. He was absolutely NOT one of those kind of people who would appear to listen to whatever issue was being discussed, let the verbal back and forth be concluded, and thereafter do nothing. As already said, Paul was my 'go to' person to get things done. The CPCSD was extremely lucky to have had Paul as a member of their organization.

As to naming a CPCSD park after Paul, I think that idea is excellent! Without Paul's dedication, for many, many years, to the CPCSD, I believe Cameron Park would not be close to as good of a community that it is today.

I and my wife Pamela have been residents of Cameron Park since 1992.

If you have any questions for me, I can be reached at (916) 769-6460 or dmjlawcp@comcast.net.

Take care,


David M. Johnson



Agenda Transmittal

DATE: September 18, 2019

FROM: Jill Ritzman, General Manager
Mike Grassle, Parks Superintendent

AGENDA ITEM #9: **CONSTRUCT A DISC GOLF COURSE AT CAMERON PARK LAKE/BONANZA PARK**

RECOMMENDED ACTION: **APPROVE PLANS, RESOLUTION 2019-20, AND MEMORANDUM OF UNDERSTANDING**

Introduction

Disc Golf has been an interest to the Cameron Park Community Services District (District) and community for many years. The 2015 Park and Recreation Master Plan recommends the addition of a Disc Golf course. Staff included a Disc Golf course in the Parks Department's 2019 Capital Improvement Project List.

Parks and Recreation Committee

In August 2018, the Parks and Recreation Committee (Committee) received a proposal from the El Dorado Disc Sports Foundation (Foundation) to construct a Disc Golf course at Bonanza Park. Access to the course would be from Cameron Park Lake. The Foundation committed to fully fund course construction and maintenance requirements. The Committee expressed support of the project, and asked staff and Foundation volunteers to reach out to the community for input.

In July 2019, staff and the Foundation returned to the Committee to report the results of their community outreach efforts. After hearing about the community's support of the project, the Committee supported moving this item to the Board of Directors for consideration.

Discussion

Staff is pleased to provide an opportunity to the Board of Directors to partner with the Foundation on the construction of a new amenity for Cameron Park residents (Attachment 9B). In addition to the public Park and Recreation Committee meetings, staff and Foundation volunteers conducted community outreach in several ways:

- Workshop held at the Community Center; promotions included advertising in social media, District E-Newsletter and distribution of flyers. The meeting was well attended, especially by a few Air Park residents.
- On-site Disc Golf exhibition and invitation to participate in learning how to play.
- Information Booth at the Summer Spectacular.

Staff requested El Dorado County Planning to review and approve the Disc Golf Course at Cameron Park Lake - Bonanza Park. Current zoning for Bonanza Park is consistent with this proposed use. No additional building, grading, or environmental permits are required.

A Memorandum of Understanding between the Foundation and District outlines roles and responsibilities for course construction and maintenance. Many of the District responsibilities have been met due to the District's participation in community outreach and planning efforts. The Foundation will own the improvements at Bonanza Park for five years, then the improvements will revert to the District.

Once constructed, the course will be open for public play during normal park hours. Access is from Cameron Park Lake, and entry fees apply to disc golfers. The Foundation will partner with the District for events and activities.

Financial Impact

There is no negative financial impact to the District. The Foundation is solely responsible for funding the construction and maintenance of the course, and has successfully done so at other locations including the City of Folsom. The District is responsible for weed abatement efforts at Bonanza Park, and will continue this effort to be in compliance with the District's weed abatement ordinance.

District will receive additional revenues from disc golfers purchasing annual passes or paying park entry fees.

Attachments

9A – Resolution 2019-20

9B – Bonanza Disc Golf Course at Cameron Park Lake, Final Plan

9C - Memorandum of Understanding

RESOLUTION NO. 2019-20
Board of Directors
Cameron Park Community Services District
September 18, 2019

RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING
BETWEEN EL DORADO DISC SPORTS FOUNDATION
AND CAMERON PARK COMMUNITY SERVICES DISTRICT

WHEREAS, the Cameron Park Community Services District (District) 2015 Park and Recreation Master Plan recommends adding a disc golf course as a District park amenity; and

WHEREAS, El Dorado Disc Sports Foundation (Foundation) is a 501(c)(3) non-profit organization dedicated to promoting the sport of disc golf by educating the community and associated governing bodies of the benefits of disc golf as an outdoor recreational activity and sport; and

WHEREAS, the Foundation has successfully constructed and operated disc golf courses in neighboring communities and is willing to bear all costs associated with course; and

WHEREAS, community support was gathered at several community outreach events; and

WHEREAS, the District Board of Directors is interested in partnering with the Foundation to add Disc Golf as a park amenity for the community.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Cameron Park Community Services District does hereby approve the Bonanza Disc Golf Course at Cameron Park Lake and Memorandum of Understanding between Foundation and District.

BE IT FURTHER RESOLVED, that the General Manager is authorized to sign and execute the Memorandum of Understanding on behalf of the District.

PASSED AND ADOPTED by the Board of Directors of the District at a regularly scheduled meeting held on September 18, 2019 by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Director Monique Scobey, Vice President
Board of Directors

Jill Ritzman, General Manager
Secretary to the Board

September 2019

Bonanza Disc Golf Course at Cameron Park Lake Proposal

Proposal Area



Greetings,

El Dorado Disc Sports was born in a passion for growing the sport of disc (Frisbee™) golf and for educating the public about the physical, mental, and social benefits that a disc golf course brings to a community. In 2016 we teamed with a fantastic group of all volunteers to install the first Folsom, CA 9-hole disc golf course as board members of the local club. Shortly after that, in the Spring of 2018, we established a 9-hole youth course at a local middle school, Camarado Springs Middle School in Cameron Park. The children have disc golf as a part of their Life Fitness curriculum and they took part in the course installation creating pride of ownership.

It was during this time, working with seasoned disc golf veterans, newcomers to the sport, various local government divisions, and of course, the community surrounding the courses, that we realized our passion lay in growing the sport for anyone who wants the opportunity to play. We believe everyone should have access to a quality “home” course and be able to enjoy all that disc golf has to offer. Our goal is to bring together the disc golf world and contribute to the growth of disc golf across the United States.

We chose to offer our time, talents, energy, and passion by helping disc golf clubs, schools, and communities grow the sport of disc golf. El Dorado Disc Sports is forming partnerships with local area disc golf supporters and businesses to realize this goal. We are proud to partner with you to install a course in your community for everyone to enjoy.

Thank you for taking the time to review our information and taking an interest in working make disc golf available to your community.

Respectfully,

Sharon Keoppel

President/Co-Founder

El Dorado Disc Sports Foundation

Tel 916-320-5215
sharonkeoppel@eddiscsports.org

4960 Emil Road
Shingle Springs, CA
95682

www.eddiscsports.org
FEIN/Tax ID: 82-2736850



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I. Summary

There are now more than 6000 Disc Golf courses in the United States and Canada, nearly all installed by city and county parks departments. They have found that few recreational activities offer the high benefit-to-cost ratio of disc golf. Disc golf has relatively low capital and maintenance costs compared with other recreational installations, is environmentally sound, is played year-round in all climates and is enjoyed immediately even by beginners of all ages.

Disc Golf is played much like traditional golf. Instead of hitting a ball into a hole, you throw a more streamlined looking Frisbee® disc into a supported metal basket. The goal is the same: to complete the course in the fewest number of shots. A golf disc is thrown from a tee area to each basket, which is the "hole." As players progress down the fairway, they must make each consecutive shot from the spot where the previous throw has landed. The trees, shrubs and terrain changes in and around the fairways provide challenging obstacles for the golfer. Finally, the "putt" lands in the basket and the hole is completed.

Who Can Play?

The simple answer is that everyone can. In studies measuring participation in recreational activities, "throwing a Frisbee" has consistently been a top-ten activity. A disc golf course serves a broader portion of the community than many narrower interest activities with higher cost, skill or fitness levels required even to begin to play. Men and women, young and old, families with small children -- all can play disc golf. Because disc golf provides a means of low impact activity and is so easy to understand and enjoy, no one is excluded. Players merely match their pace to their capabilities and proceed from there.

How Much Does It Cost To Play?

Many courses are located in a city or regional parks where citizens play free. Most private and several public facilities will charge up to \$3 to \$5 per day to play or earn passive income from annual passes and fees to enter the park. The equipment itself is quite inexpensive – discs designed for golf sell for \$8-\$15 each, and only one is needed to get started.

Benefits

The sport of Disc golf has inherent social advantages. Though it can be played alone, disc golf is a group activity. Families can play together as part of a local park trip, family outing, or picnic. Many local disc clubs will play and schedule weekly contests and mini-tournaments. These weekly leagues provide a means for new and old members alike to share experiences. Additionally, disc golf clubs not only serve as a surrogate steward for the course, helping in routine maintenance and organizing events, but players form social bonds through the love of the sport.

The first rule of disc golf is to encourage good spirit and fellowship among all who play disc golf while sustaining the environment. Disc golf is a fun, challenging and affordable sport that can be played by people of all ages and skill levels while fostering a sense of place and community. Many local communities are experiencing its growth and benefits. Folsom recently completed installation of the first course and had included future courses in their Master Plan for surrounding areas in development.

II. Introduction

El Dorado Disc Sports appreciates the opportunity we have been presented to partner with the Cameron Park Community Services District ("CSD") to make disc golf course(s) in Cameron Park/Shingle Springs a reality. Your time, dedication, and collaboration in providing our area with quality recreation and parks are invaluable and appreciated by El Dorado Disc Sports and the growing Disc Golf community.

El Dorado Disc Sports Foundation is a non-profit public benefit foundation operated exclusively for educational and charitable purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code.

Primary objectives and purposes:

- (a) To educate the general public on disc sports organizations and activities.
- (b) To promote disc sports as an environmentally friendly, family oriented, and socially beneficial sport that helps enable lifelong fitness and can coexist amicably with other recreations in rural and urban areas and parks.
- (c) To advance disc sports as a healthy choice for communities, schools, and recreation areas;
- (d) To raise funds and provide volunteer labor for erection and maintenance of disc sports courses for recreational purposes that include use by the general public and youth groups.
- (e) To assist local governmental agencies in providing recreational areas and activities for people of all income levels, ethnic groups, all age levels from senior citizens to youth and all genders.
- (f) To share information with the administrative and recreational branches of state, county, and local government on the role of disc sports and its community values for recreation.
- (g) To provide services to assist communities with planning, purchasing and maintaining disc sports course equipment and design.
- (h) To organize and direct disc sports events to raise money and awareness for other charitable groups and competition for all players regardless of skill level.
- (i) To promote and support local tournaments, to provide a fun atmosphere for all players and to provide quality equipment at a reasonable cost.

The nearby city of Folsom opened their first disc golf course last year at a local community park, BT Collins Park. The course was the result of a collaborative partnership between the City of Folsom Park & Recreation and our local disc golf club. The club raised the course equipment funds via fundraising events, local sponsors, and donations totaling nearly \$5000 and donated the labor to install the new 9-hole disc golf course using.

Our goal is to partner with CSD similarly to install and maintain quality disc golf courses in the area to add to the variety of activities already available to the community residents through CSD.

III. Community Benefits of Disc Golf

Economic

- Low cost of construction maintenance, and play
- Attracts players to the local community

Community Health

- Provides a low impact and safe means of exercise for all age groups and genders
- Mental strategy is involved in negotiating obstacles
- Reduction of mental fatigue

Environmental

- Aesthetic enhancement of the park
- Low resource impacts

Safety

- Crime deterrent as the park is utilized by more people

Education

- Schools may introduce the course into their curricula for physics, physical fitness, ecology, planning, and others.

Community Involvement

- Formal and informal games and tournaments bring community members together
- Families and friends can share time together

IV. Course Site Map

Proposed Course Design - subject to review and approval. Alternate basket "hole" placement to allow for a change in course play is recommended.

Hole Lengths:

Hole 1 – 480 feet
 Hole 2 – 462 feet
 Hole 3 – 340 feet
 Hole 4 – 360 feet
 Hole 5 – 370 feet
 Hole 6 – 360 feet
 Hole 7 – 321 feet
 Hole 8 – 300 feet
 Hole 9 – 320 feet
 Hole 10 – 333 feet
 Hole 11 – 225 feet
 Hole 12 – 350 feet
 Hole 13 – 304 feet
 Hole 14 – 363 feet
 Hole 15 – 400 feet
 Hole 16 – 420 feet
 Hole 17 – 450 feet
 Hole 18 – 307 feet



Draft Proposed Course Layout-subject to change pending review and approval.

V. Cost Estimate

The following is a general disc golf course design estimate of costs associated with the purchase, construction, and installation of 18 Baskets.

- Disc Pole Holes
- Locking Collar Assembly:
- Anchor Assembly:
- Concrete (Approx. 1 cu.ft. Per. hole):
- **Total Basket Costs:**

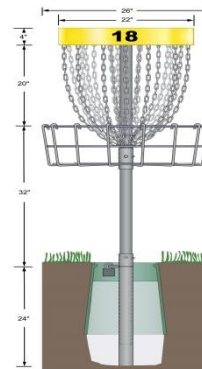
Prices:

\$280.00 x 18 = \$6,220 (estimate w/shipping)

\$15.00 x 18 = \$270.00

\$25.00 x 18 = \$450.00

\$4.00 x 18 = \$72.00



\$7,212.00

Tee Pads:

- Concrete, artificial turf, rubber mats, etc.
- Forms and materials:
- **Total Tee Pad Costs:**

Prices:

\$100.00 x 18 = \$1,800

\$100.00 x 18 = \$1,800

\$3,600.00

Tee Signs:

- Pacific West Signs – Rancho Cordova, or preferred vendor
- Sponsor Sign 9"x12" .040 Aluminum Full Color - \$11.63 each
- Hole Map 12"x18" .040 Aluminum Full Color - \$23.25 each
- 4x4 posts-Market price (currently approximately \$11.00/ea.) = \$220.00

\$900.00

Message Board And Trash Cans:

- Message Board (estimated):
- Trash Cans (estimated):
- Benches

Prices:

\$175.00

\$30 x 18 = \$540.00

\$2,250

\$2,965.00

Installation Labor Estimates:

- Baskets: 4 hours each (estimated)
- Tee Pads: 8 hours each (estimated)
- Signage: 1 hour each (estimated)

Installation Labor Estimates Costs:

4 hrs. x 18 = 72 hrs.

8 hrs. x 18 = 144 hrs.

2 hrs. x 18 = 36 hrs.

252 hrs. x \$20 per hr

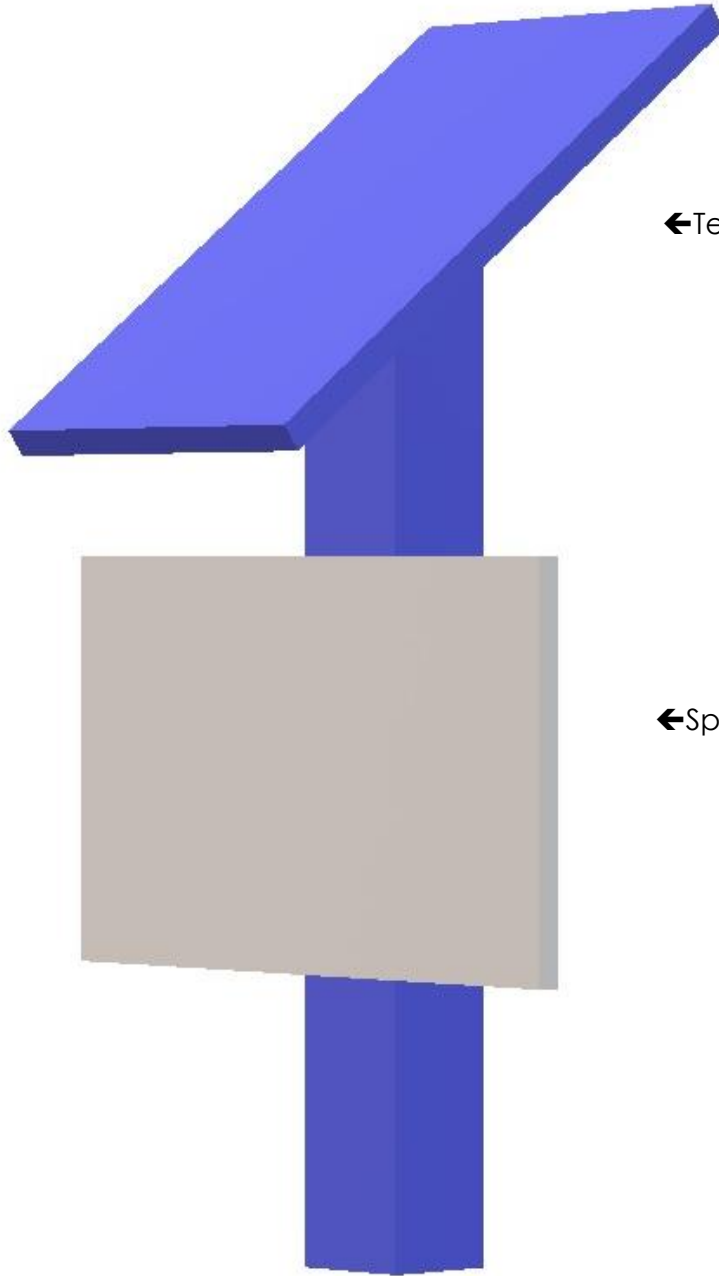
\$5,040.00

TOTAL ESTIMATED COSTS: \$19, 717.00

***Total ESTIMATED COSTS Will Be Reduced by Volunteer Labor Donated by
El Dorado Disc Sports and the Disc Golf Community*







← Tee Signage

← Sponsorship Signage



Prodigy Disc Inc.
 5211 Mitchell Bridge Road NE
 Dalton G.A. 30721
 Prepared by: Will Schusterick

Quote
 8/5/19

Customer Name: Sharon Keoppel
 Customer Email:

Description	Quantity	Unit Price	Color	Discount	Line Total
Prodigy Disc T2 Target with ground sleeves	19	\$265.00	Orange	\$0.00	\$5,035.00
T3 Target with portable bases	18	\$200.00	Orange	\$0.00	\$0.00
8x11 Tee sign	0	\$66.00		\$0.00	\$0.00
6x6 Tee sign	0	\$33.00		\$0.00	\$0.00
Zero impact 6x6 sign	0	\$20.00		\$0.00	\$0.00
Course map/Rules sign	0	\$125.00		\$0.00	\$0.00
6x12 Turf tee pad	18	\$125.00	Green	\$0.00	\$2,250.00
Bench	0	\$125.00		\$0.00	\$0.00
Shipping (approx)					\$1,220.00
				\$0.00	
Subtotal					\$8,505.00



12 inches

1

Bonaza Park

Disc Golf Course

**Par
3**

**XXX FT
XXX M**



18 inches

Sponsored by XXXXXXXX of Cameron Park

Installation

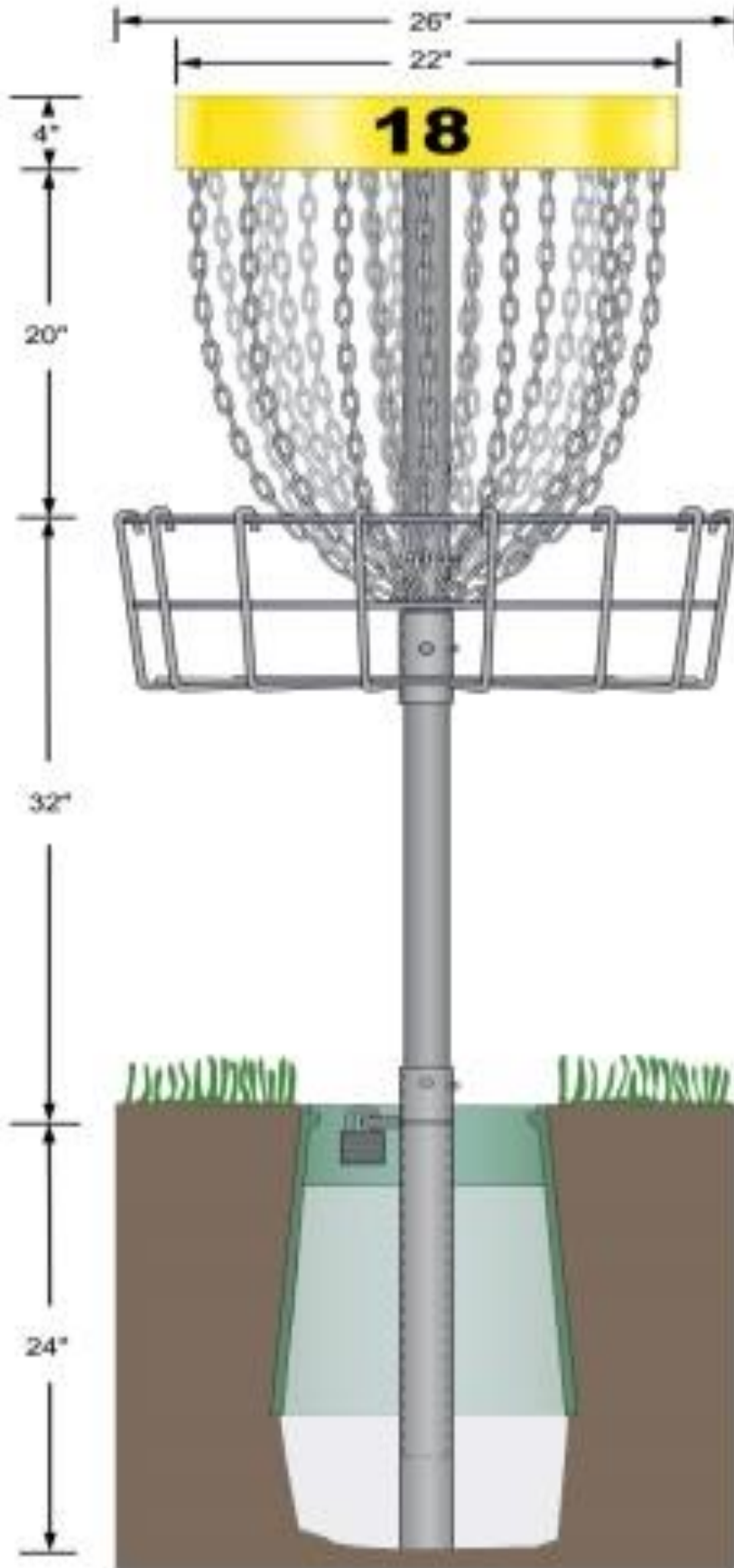
1. Remove soil in 5" - 12" depth in an area a bit larger than the TeePad so that you can fit the wooden frame on the ground level. You will not always need to dig that deep if you're able to fit the frame on a solid ground otherwise.
2. Build a wooden frame with outer dimensions 4" shorter than the turf mat dimensions. (PRO TeePad 5' x 12', AM TeePad 4' x 8')
3. Fit the frame steadily on a level plane aligned towards throwing direction. Fill the frame with gravel and pack it tightly. Leave 1-2 inches more gravel in the center of the frame to take the effect of sinking into account. Use either machinery or body weight for packing.
4. Attach the turf mat in the sides of the frame with screws. The mat extends 5 cm over each side of the frame.
5. Pack gravel around the TeePad so that the surrounding ground is on the same level as the TeePad.
6. Fill the turf mat surface with sand and brush the sand in. The sand makes the TeePad safe for players by decreasing friction and it also makes the turf mat last longer.



What do the pros say?

"I really enjoy them, it brings a natural feel to our most unnatural part of the course – the TeePad. I prefer the DiscGolfPark turf TeePad over both cement and rubber TeePads." **(Paul McBeth, 4x World Champion)**

"Without a doubt, DiscGolfPark's turf TeePads should be the standard in disc golf. They look good, feel good and keep my focus where it should be – at the basket." **(Simon Lizotte, European Champion 2012)**



**MEMORANDUM OF UNDERSTANDING
BETWEEN EL DORADO DISC SPORTS FOUNDATION
AND CAMERON PARK COMMUNITY SERVICES DISTRICT**

INTRODUCTION

The community of Cameron Park is in the foothills of El Dorado County, on the west slope of the Sierra Nevada along U.S. Highway 50, about 30 miles east of Sacramento, California. The community is home to about 18,000 residents and covers an area of about 8.3 square miles. The Cameron Park Community Services District (“CPCSD”) administers fire and emergency services, parks, recreation, covenants, conditions, and restrictions (CC&R’s), lighting and landscaping, solid waste disposal and recycling. It is the Mission of the Cameron Park Community Services District to preserve and enhance the quality of life and to safeguard the health, safety, and welfare of our community. The Community Services District works cooperatively with various non-profit organizations throughout the area such as El Dorado Disc Sports Foundation (hereinafter called (“EDDS”).

The purpose of this Memorandum of Understanding (“MOU”) is to foster a healthy foundation and relationship between EDDS and CPCSD and to establish guidelines, roles, and responsibilities for Bonanza Disc Golf Course at Cameron Park Lake (“Bonanza DGC”).

Given the demand for recreational programming in the CPCSD by residents, Parks & Recreation staff collaborated with EDDS on planning and installation of disc golf course(s) in the community. Increased popularity, multi-generational participation, programming opportunities, improved health and wellness opportunities, environmental sustainability and low maintenance were main factors leading to the partnership with EDDS for planned and future disc golf courses and programs in the community of Cameron Park supported by CPCSD.

The subject of this MOU is the first disc golf course in the CPCSD service area at Bonanza Park, located in Cameron Park, CA.

RECOGNITION

EDDS is a 501c3 non-profit organization dedicated to promoting the sport of disc golf in the CPCSD and surrounding areas by educating the community and associated governing bodies of the benefits of disc golf as an outdoor recreational activity and sport. EDDS will accomplish this by collaborating with governing bodies and communities to promote, organize and facilitate disc golf events and activities that encourage the community to get involved in recreational and organized disc golf and partner with the CPCSD to established disc golf courses in the community.

The EDDS will serve as the liaison between the disc golf community and the CPCSD to establish and grow the sport of disc golf in the service area of CPCSD and for installation of disc golf courses.

The Bonanza DGC will consist of 18 complete holes, including tee pads, tee signs, disc golf baskets, alternate hole placement pins, and a practice basket located near the start of the disc golf course, as approved by CPCSD.

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GENERAL GUIDELINES

EDDS shall abide by the following guidelines throughout the term of this MOU:

- EDDS supplied a detailed schematic and course layout developed with the assurance that the creeks that run through Bonanza DGC will not be altered or disturbed by the installation or subsequent use of Bonanza DGC.
- EDDS provided support to CPCSD during the County of El Dorado permit process and Community workshops and will continue to do so as needed.
- EDDS will install, at its sole expense through volunteers, fundraising, and sponsorships, an 18-hole disc golf course at Bonanza DGC, in cooperation and collaboration with the CPCSD.
- EDDS will provide all tools and equipment necessary to install and maintain Bonanza DGC.
- EDDS agrees to work within the County of El Dorado applicable ordinance, including but not limited to noise and dust ordinance.
- EDDS is authorized to use the disc golf course at Bonanza Park and agrees to abide by the posted disc golf course rules.
- EDDS will not collect a fee to play the Bonanza DGC unless a specific program, event, or activity is coordinated and approved by the CPCSD designed to support the continued.
- EDDS will collaborate with CPCSD to hold classes or events in the community to enhance CPCSD recreational offerings.
- EDDS will follow and educate the community regarding best practices and etiquette for disc golf course play at Bonanza DGC.
- EDDS agrees to regularly schedule workdays to maintain and improve the disc golf course at in cooperation with the CPCSD.
- EDDS will coordinate workdays with the CPCSD maintenance activities performed by park staff.
- EDDS agrees to identify to the CPCSD staff safety, maintenance, or renovations that may need to be conducted by EDDS to maintain or improve the disc golf course.
- EDDS disc golf equipment, defined as tee boxes, baskets, signage, tee markers, posts, and all other materials provided by EDDS and installed by EDDS for the disc golf course shall be installed at the approved locations as agreed to by EDDS and CPCSD.
- EDDS will not seek reimbursement from CPCSD for any disc golf equipment purchased and installed by EDDS for Bonanza DGC installation and implementation.
- EDDS will not seek reimbursement for costs, including labor, incurred when performing disc golf course installation, maintenance, or improvements.
- EDDS agrees to maintain the disc golf equipment installed by EDDS and address any safety items; retains ownership of all disc golf course equipment and related items installed by EDDS.
- EDDS may, after the term of this agreement and at its sole discretion, continue to maintain and improve Bonanza DGC to keep the disc golf equipment and course in a high-quality condition.

CPCSD shall abide by the following guidelines throughout the term of this MOU:

- CPCSD planned a Community Workshop for residents around Cameron Park Lake and the Air Park before installation of Bonanza DGC. EDDS facilitated this meeting.
- CPCSD obtained necessary permits and approvals from the County of El Dorado.
- CPCSD will collaborate with EDDS to continue to grow disc golf by promoting classes and events in the community.

Attachment 9C

- CPCSD will perform routine maintenance in Bonanza Park per its usual maintenance standards, as needed, including the use of Growlersburg crew if appropriate at the discretion of CPCSD.
- CPCSD will be responsive and collaborate with EDDS to resolve identified safety, maintenance or renovation that may need to be conducted to maintain or improve the disc golf course.
- CPCSD will not seek reimbursement from EDD, without EDDS prior consent, for safety, maintenance, or renovations that may need to be conducted to maintain or improve the disc golf course. CPCSD will provide EDDS first opportunity to timely address safety and maintenance items on the course at their costs.
- CPCSD agrees to notify, meet, and collaborate with EDDS regarding any issues or concerns that arise regarding the Bonanza DGC to facilitate resolution of problems or concerns before actions to eliminate, relocate, or alter the disc golf course.

TIMELINE of INSTALLATION

CPCSD and EDDS mutually agrees to the following schedule for the installation of Bonanza DGC. This timeline may be altered or extended per mutual agreement of all parties to accommodate any unforeseen circumstance or delays that may occur during the approval, development, and installation of Bonanza DGC.

- Jan 2019 – Develop detailed plans and schematics for the project
 - Completed before execution of this MOU
- Jan 2019 – Set-up a Community workshop
 - Completed before the execution of this MOU
- February 2019 – Take proposed project to the Parks and Recreation Committee
 - Completed before the execution of this MOU
- February 2019 - Hold a Community workshop
 - Completed before the execution of this MOU
- February 2019 – Work with the County of El Dorado to obtain the proper permits
 - Completed before the execution of this MOU
- April 2019 – Have Growlersburg start brush cutting to create a course
 - Completed before the execution of this MOU
- September 2019- Final approval from CPCSD for installation of Bonanza DGC.
- September 2019 following CPCSD approval of Bonanza DGC- EDDS will begin preparation and installation of Bonanza DGC.
- Estimated completion of Bonanza DGC installation is Spring 2020

TERM

The term of this agreement will be five (5) years from the date of execution by all parties unless terminated sooner under the terms of this agreement.

If after five years, the Bonanza DGC is still a viable recreation activity within Bonanza Park, all equipment and appurtenances (collectively “equipment”) shall be donated to and become the property of the CPCSD. From that point forward the equipment shall be maintained by the CPCSD per its usual maintenance standards. Alternatively, this MOU can be extended for an added term to continue the collaborative maintenance between CPCSD and EDDS by mutual agreement of all parties.

If CPCSD determines the disc golf course at Bonanza is not viable before the expiration of this agreement, all disc golf equipment and supplies installed by EDDS remain the property of EDDS to donate, dispose, or remove at EDDS sole discretion.

The CPCSD may accept the donation of the equipment from the EDDS sooner than five years if offered by the EDDS and at the CPCSD sole discretion.

EXPIRATION AND AMENDMENT

This MOU shall be effective upon execution by all parties and shall continue for five years from that date unless otherwise terminated as set forth herein. The MOU may be amended with the approval of the CPCSD representative and EDDS President or Vice President. All amendments must be in writing and executed by both parties.

TERMINATION OF MEMORANDUM

This Memorandum of Understanding may be terminated by either party upon the giving of sixty (60) days' written notice to the other party.

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be duly executed.

Sharon Keoppel, President
El Dorado Disc Sports Foundation

Date: _____

Cameron Park Community Services District Representative

Date: _____



Agenda Transmittal

DATE: September 18, 2019

FROM: Jill Ritzman, General Manager
Sherry Moranz, Chief
Mike Grassle, Parks Superintendent

AGENDA ITEM #10: **PARKS AND FIRE DEPARTMENTS PROJECT PRIORITY LISTS FOR GRANT FUNDING**

RECOMMENDED ACTION: APPROVE

Introduction

The Board of Directors approved funding to hire a Grant Writer (on contract) to capitalize on alternative funding sources for capital outlay requirements in both the Fire and Parks Departments. Staff worked with appropriate Standing Committees to identify necessary capital outlay. The purpose of this report is to identify and approve a prioritized work plan for District staff and the grant writer to pursue grants and alternate funding sources.

Standing Committees

- November and December 2018 - Budget and Administration Committee reviewed Fire and Parks Departments proposed Capital Improvement Project list with estimated costs. Very high priority items, such as a new fire engine, were included in the Fiscal Year 2019-20 Budget. Many items could not be included due to budget constraints.
- April through August 2019 - Parks and Recreation Committee developed a list of high priority projects for possible grant funding. These projects were identified after careful development of a ranking criteria, and are consistent with the Parks and Facilities Master Plan and Department Capital Improvement Plan.
- August 2019 - Fire Committee received Fire Department's written recommendations for capital outlay projects for possible grant funding, which is consistent with the Fire Department Master Plan and their Capital Improvement Project List.

Discussion

Based upon staff and Committee work, the following items are considered a high priority for pursuit by the Grant Writer:

Fire Department

- Radios
- Personal Protective Equipment
- Self-Contained Breathing Apparatus
- Medical Gear / Medical Monitors
- Rescue tools / equipment

Parks Department

- Improve and Weatherize Sports Fields
- Fishing Piers and Boat Launches at Cameron Park Lake
- Lagoon Replacement Facility
- Improve Playgrounds Rasmussen and Cameron Park Lake
- Replace Restrooms Rasmussen and Cameron Park Lake

Conclusion

Staff is working at the Board's direction to secure various funding sources which will position the District better in the future. Hiring a grant writer is one aspect. Another aspect includes the use of Park and Fire Impact Fees. Consistent with the approved Fiscal Year 2019-20 Budget, both Fire and Parks Departments have allocations from Impact Fees. Fire staff will be reviewing opportunities with an architect for a much needed expansion of Station 88. Park is pursuing park master plans for Rasmussen and Dunbar Park. Having specific plans for capital improvements will position the District better for future grant funding for construction.



Agenda Transmittal

DATE: September 18, 2019

FROM: Jill Ritzman, General Manager
Sherry Moranz, Division Chief

AGENDA ITEM #11: **ADVANCED LIFE SUPPORT AMBULANCE AGREEMENT BETWEEN EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY AND CAMERON PARK COMMUNITY SERVICES DISTRICT**

RECOMMENDED ACTION: **REVIEW AND APPROVE RESOLUTION 2019-21**

Background

Cameron Park Community Services District (District) and the El Dorado County Emergency Services Authority (JPA) enter into an Advance Life Support Ambulance Agreement (Agreement) annually for the delivery of pre-hospital emergency medical service. The District is one of five agencies providing services to the JPA. Contracted agencies operate medic units and are reimbursed for their costs with funds from the JPA. These costs include personnel, operating expenses, equipment, and administrative overhead. The District provides one ambulance and six employees for daily, around the clock coverage.

Discussion

The JPA approves an annual budget for ambulance services, which in turn becomes the Agreement between the JPA and the five agencies providing services. This Agreement is largely the same as in years past, continuing an existing service. Changes in the Agreement are noted below:

- Reimbursable items are clearly identified on page 9, Section 56;
- Required insurance decreased for Professional liability on page 15, Section 93.C;
- District is responsible for reimbursing the JPA for any unused funding.

Fiscal Impact

Prior to Fiscal Year 2018-19, the District billed the JPA for actual Ambulance Services costs. In Fiscal Year 2018-19, the JPA changed to a flat rate payment to service providers. For Fiscal Year 2019-20, a flat rate payment continues but the Agreement specifies that any unused portion of the JPA's payment shall be reimbursed by the District to the JPA (page 26, Exhibit B, Section 6). Since the District has historically only billed for actual JPA costs, there will be no negative impact to the District budget. JPA revenues of \$1,150,000 is included in the Fire Department budget.

Fire and Emergency Services Committee

Chief Moranz is a member of the JPA Board and represents Cameron Park Community Services District Fire Department. During late spring and early summer, Chief Moranz updated the Committee verbally about possible changes to the JPA Agreement. The JPA Board met on Wednesday, September 4 and approved their budget. Due to the timing of the JPA Board meeting and the necessity to expedite an executed agreement to the JPA, staff was unable to present this written item to the Fire and Emergency Services Committee for review and support.

Attachments

11A - Resolution 2019-21

11B – Advanced Life Support Ambulance Agreement

**RESOLUTION No. 2019-21
Board of Directors
Cameron Park Community Services District
September 18, 2019**

**RESOLUTION APPROVING THE ADVANCED LIFE SUPPORT AMBULANCE
AGREEMENT BETWEEN
EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY AND
CAMERON PARK COMMUNITY SERVICES DISTRICT**

WHEREAS the Board of Directors of the Cameron Park Community Services District has reviewed the proposed Advanced Life Support (ALS) Ambulance Agreement between the El Dorado County Emergency Services Authority (Hereinafter referred to as "JPA") and the Cameron Park Community Services District (District); and

WHEREAS the proposed ALS Ambulance Agreement is reviewed and reaffirmed by both the JPA and District to provide ALS services in El Dorado County, be it for an emergency, at a special event, or routine medical transportation; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Cameron Park Community Services District does hereby approve the ALS Ambulance Agreement between the JPA and District.

BE IT FURTHER RESOLVED, that the president of the District Board be and hereby is authorized to sign and execute the said ALS Ambulance Agreement on behalf of the District.

PASSED AND ADOPTED by the Board of Directors of the District at a regularly scheduled meeting held on September 18, 2019 by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Director Monique Scobey, Vice President
Board of Directors

Jill Ritzman, General Manager
Secretary to the Board



**El Dorado County
Emergency Services Authority**

Attachment 11B

**ADVANCED LIFE SUPPORT AMBULANCE AGREEMENT
BETWEEN
EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY
AND
CAMERON PARK COMMUNITY SERVICES DISTRICT**

This Agreement made and entered into by and between the El Dorado County Emergency Services Authority (hereinafter referred to as "JPA"); and the Cameron Park Community Services District (hereinafter referred to as "Contractor"), whose principal place of business is 2502 Country Club Dr, Cameron Park, CA 95682.

RECITALS

1. WHEREAS, the JPA is responsible for providing Advanced Life Support [ALS] pre-hospital medical care within its jurisdiction, in compliance with the Contract for Pre-hospital Advanced Life Support and Dispatch Services with the County of El Dorado [Master Contract]; and
2. WHEREAS, Contractor desires to provide ALS ambulance services in El Dorado County, be it for an emergency, at a special event, or routine medical transportation; and
3. WHEREAS, the Contractor, from time to time is requested to provide Standby Services for Special Events, such as for an event where spectators and/or participants in the event have a potential for illness or injury, or for any situation where an event results in a gathering of persons in one general locale, sufficient in numbers, or engaged in an activity, that creates a need to have one or more EMS resources at the site as defined by EMS Agency Policy issued by the EMS Agency Medical Director; and
4. WHEREAS, the JPA and the Contractor agree that it is necessary to clearly define all expectations and regulations regarding the provision of Standby and Special Event Services in the current Contractor Contract; and
5. WHEREAS, this Agreement is developed in compliance with the Master Contract with the County of El Dorado; and
6. WHEREAS, Contractor agrees to comply with the requirements of the California Health and Safety Code, Division 2.5, Section 1797 et seq.; California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7, Section 100167; the County Emergency Medical Service and Medical Transportation Ordinance; the Contract

Attachment 11B

for Pre-hospital Advanced Life Support and Dispatch Services with the County of El Dorado; the standards of the El Dorado County EMS Agency, including but not limited to the County EMS Agency Policy and Procedure Manual, El Dorado County Trauma Plan, and applicable agency, State or local statutes, ordinances or regulations; and

7. WHEREAS, the El Dorado County EMS Agency Medical Director, [EMSA MD] through the County EMS Agency, and as defined in the Master Contract, has the authority to develop overall plans, policies, and medical standards to ensure that effective levels of ALS care are maintained within the County; and that the EMSA MD has the authority for establishing the minimum required medical equipment, medication inventories, and medical protocols, with exception to ambulance specifications; and
8. WHEREAS, the JPA and the Contractor agree that a higher level of medical training may be necessary to provide patient care. The JPA may require the Contractor to provide a higher standard of medical training than is required by the California Code of Regulations Title 22; and
9. WHEREAS, the EMSA MD shall have retrospective, concurrent, and prospective medical control including access to all medical information pertinent to data collection, evaluation and analysis; and
10. WHEREAS, County is a Covered Entity, as defined in the Privacy Rule of the Health Insurance Portability and Accountability Act, Pub. L. No. 104-161 of 1996 ("HIPAA") and Contractor is defined as a Business Associate of the County under this law, which requires protection of any disclosure of Public Health Information (PHI) pursuant to this Agreement; and includes adherence to the Health Information Technology for Economic and Clinical Health Act (the HITECH Act), as incorporated in the American Recovery and Reinvestment Act of 2009, Public Law 111-005; the Genetic Information Nondiscrimination Act (the GINA).
11. Definitions contained in the Master Contract are herein incorporated into this Agreement by reference.

SCOPE OF SERVICES

12. Contractor agrees to provide full-service ALS Ambulance Services as described in this Agreement, and the terms and conditions of the El Dorado County Emergency Medical Service and Medical Transportation Ordinance. In the performance of its obligation hereunder, it is agreed that the Contractor is subject to the medical control of the EMSA MD, and to the control or direction of the JPA.
13. Contractor shall provide and operate 1 pre-hospital ALS ambulance(s) as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7, Section 100167.

Attachment 11B

14. Contractor shall at all times meet the requirements set forth by the California Highway Patrol; the California Vehicle Code; the State of California Health and Safety Code; the State of California Emergency Medical Services Authority, the California Code of Regulations, the El Dorado County Emergency Medical Service and Medical Transportation Ordinance, the El Dorado County EMS Agency Policies, Procedures and Field Treatment Protocols, and any other applicable statute, ordinance, and resolution regulating ALS services provided under this Agreement, including but not by way of limitation, personnel, vehicles, equipment, services, and supplies which are the subject of this Agreement.
 - In the event of any conflicting statute, ordinance, or regulation, the statute, ordinance, or regulation setting forth the more stringent requirement shall be met.
15. This Agreement is for pre-hospital ALS ambulance services provided in the primary response area of El Dorado County known as CSA No. 7. Contractor shall be responsible for providing pre-hospital ALS ambulance services for all requests for ALS service received from any person or any agency in the coverage area and dispatched through the designated dispatch center.
16. Contractor shall ensure that personnel shall be familiar with local geography throughout the primary response area.

SERVICE STANDARDS

17. Contractor shall respond to requests for emergency medical services from the designated dispatch center. If an ALS unit responds to an emergency medical service without authorization from the designated dispatch center the ALS unit shall notify the dispatch center immediately of such response.
18. Contractor shall immediately respond to requests for emergency medical service to the address or place given unless diverted by the designated dispatch center.
19. Contractor shall promptly respond an ALS ambulance to the emergency call unless diverted by the designated dispatch center pursuant to the JPA's System Status Management Plan.
20. Paramedic[s] shall notify the designated dispatch center when in route to, upon arrival at scene, upon departure from the scene, upon arrival at hospital, and upon departure from hospital. Ambulances shall notify the designated dispatch center when they are committed to a call, out of service, or when any other status change occurs.
21. Paramedic[s] shall notify the base hospital and give a report on patient status, treatment given, and shall communicate current and ongoing patient assessments to the Base Hospital and collaborate with Base Hospital in the provision of care and follow physician or MICN direction as instructed.

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22. If contact with the base Hospital is not obtainable, the Paramedic[s] shall operate under El Dorado County Treatment Protocols.
23. In the event that Contractor is unable to respond to a request for an ambulance, the Contractor shall immediately notify the designated dispatch center.
24. Contractor shall not advertise itself or the responding unit as providing ALS services unless routinely providing ALS services on a continuous twenty-four (24) hr-per-day basis, as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7, Section 100167.
25. Contractor shall meet the response time criteria as established in the Master Contract. Falling below the 90% arrival time in a given month for Urban, Semi-Rural, Rural or Wilderness will result in fines being levied by the County as outlined in Section 2.1.12 (g) (i) of the Master Contract.
26. Contractor shall implement said ALS services as a part of the JPA's response system within the Primary Response Area and adhere to a System Status Management Plan developed by the JPA at all times during the term of this Agreement.
27. The Contractor shall abide by the policies and operating procedures set forth by the JPA to meet the implementation of the System Status Management Plan including system move-up, staffing adjustments, transfers, standbys, and all other activities of the ambulance service.

Standby and Special Event Coverage

A. Non-dedicated Standby Ambulance Service

Upon request by law enforcement and/or fire departments, and where available units/staffing exist, the Contractor may furnish courtesy stand-by ambulance coverage at emergency incidents involving a potential danger to the personnel of the requesting agency or the general public.

Other community service-oriented entities may request non-dedicated standby ambulance coverage for special events from the Contractor. The Contractor is encouraged to provide such non-dedicated stand-by coverage to events when possible.

The Contractor will offer such non-dedicated standby ambulance services at no charge.

B. Dedicated Standby Ambulance Service

Community service-oriented entities or commercial enterprises may request dedicated stand-by ambulance coverage for special events from the Contractor. Each dedicated standby ambulance service event shall have a two-hour minimum.

The Contractor will offer such dedicated standby ambulance services at the rates established by the El Dorado County Board of Supervisors. The Contractor is hereby authorized by JPA to execute any necessary contracts for these services with the requester of services. Contractor shall secure all billing information required by County so that County can bill the responsible parties for such services and provide to the JPA a copy of any such contract and required billing information.

DESIGNATIONS

28. The designated base hospital provides on-line medical control according to the California Health and Safety Code, Division 2.5, Section 1798 through and including Section 1798.105. The designated base hospital for County Service Area No. 7 is Marshall Hospital.
29. The designated dispatch center for County Service Area No. 7 is Cal Fire, identified as Camino on the radio and currently located at Mount Danaher. Contractor shall respond to requests for pre-hospital ALS services from the designated dispatch center.

PERSONNEL

30. Contractor shall ensure that all Paramedic personnel are licensed by the State of California and accredited with the County EMS Agency. Contractor shall ensure that EMT personnel are State of California certified. Personnel whose certification/accreditation has lapsed shall not be allowed to provide pre-hospital care within El Dorado County until they have met all requirements to bring current their certification/accreditation.
 - A. Contractor shall ensure compliance with all EMT and EMT-P regulations from the State of California Health and Safety Code, Division 2.5, and Title 22, Division 9, and ensure that the County EMS Agency Policies, Procedures and Field Treatment Protocols are followed. For each new employee, Contractor shall provide a copy of such records of certification and/or accreditation to the JPA.
 - B. Contractor shall ensure that all personnel will not use intoxicating substances while on duty, nor shall they be used in the eight (8) hours prior to reporting for duty.
 - C. In compliance with federal law, the JPA and its Contractors shall maintain a drug free workplace, including legalized marijuana.
31. Contractor shall maintain a minimum ambulance staffing level of not less than one (1) EMT and one (1) Paramedic.
32. In the case of a Critical Care Transport (CCT), each CCT ambulance shall be staffed with a minimum of one EMT and qualified medical person(s) to provide

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critical care during transport, as agreed upon by the sending hospital. Each ambulance shall be equipped with appropriate medical equipment and supplies.

33. Contractor shall ensure that the medical certification and/or accreditation level of all personnel be clearly displayed. Said identification shall be worn as deemed operationally necessary.
34. The maximum unit hour utilization (UHU) for 24-hour ambulance transport unit crews shall not exceed 0.40 continuously without County approval. County shall review the JPA's System Status Management Plan any time the ratio of transports to unit-hour production exceeds 0.40 UHU.
35. Contractor shall maintain good working relationships with fire agencies; first response agencies; law enforcement; base hospitals; County EMS Agency; and City and County staff. The conduct of personnel must be professional and courteous at all times.
36. Contractor shall conduct annual written performance evaluations on each employee with regard to their medical duties and performance.
37. Contractor shall participate in the Department of Motor Vehicle Pull Notice program for regular updates of employees' driver's license status.
38. Contractor shall comply with all applicable JPA policies, operating procedures, and standards.
39. The Contractor will negotiate individually with recognized employee organizations for wage and fringe benefits as well as working conditions.

EQUAL OPPORTUNITY EMPLOYER

40. Contractor shall be an equal opportunity employer and shall be committed to an active Equal Employment Opportunity Program (EEOP). It shall be the stated policy of Contractor that all employees and applicants shall receive equal consideration and treatment in employment without regard to race, color, religion, ancestry, national origin, age (over 40) sex, marital status, medical condition, or physical handicap.

All recruitment, hiring, placements, transfers and promotions will be on the basis of individual skills, knowledge and abilities, regardless of the above identified. All other personnel actions such as compensation, benefits, layoffs, terminations, training, etc., are also administered without discrimination. Equal employment opportunity will be promoted through a continual and progressive EEOP. The objective of an EEOP is to ensure nondiscrimination in employment and, wherever possible, to actively recruit and include for consideration for employment minorities, women and the physically handicapped.

TRAINING & EDUCATION

41. Contractor shall maintain records of all EMS training, continuing education and skills maintenance as required by the El Dorado County EMS Agency. Contractor shall provide to the County EMS Agency specific records upon written request, through the JPA.
42. Contractor shall participate in EMS system components that include paramedic, nurse and trainee field observations including ride-a-longs, disaster drills, and continuing education programs.
43. Contractor shall provide qualified paramedic personnel to be Field Training Officers (FTO's) to instruct and accredit paramedics who are new to the system or who are in an approved paramedic internship program. FTO's shall provide orientation to El Dorado County EMS Policies, Procedures, Protocols, Trauma Plan, EMS Plan; EMS radio communication and Base Station receiving hospitals, and the JPA Policies & Procedures. FTO's shall provide training in any optional scope of practice procedure currently in effect in El Dorado County.
 - Contractor shall ensure that FTO's shall be allowed to attend meetings and/or training pertinent to the El Dorado County EMS system. The EMSA MD shall approve all El Dorado County FTO's.
44. Contractor shall participate in providing community education on 9-1-1 system access, CPR and first aid, and may utilize community organizations to support and enhance local community efforts in providing public education.
45. The Contractor agrees that paramedics shall receive training and maintain their certifications in Advanced Cardiac Life Support (ACLS)* and Pediatric Advanced Life Support (PALS)* or Pediatric Education for Pre-hospital Professionals (PEPP) or a comparable advanced pediatric life support course approved by the EMSA MD.

* Per American Heart Association Guidelines.
46. The Contractor agrees that paramedics shall receive training and maintain their accreditation in the El Dorado County local paramedic renewal program as required annually by the Emergency Medical Services Medical Director. Such training shall not exceed four (4) hours unless approved by the JPA System Status Management Committee prior to the implementation of any proposed training.
47. In Addition to being either a paramedic or EMT, Contractor agrees that employees staffing an ambulance shall at minimum meet the requirements of the State Fire Marshal's Office as a Firefighter 1. Employees will receive on-going firefighting training and shall participate in exercise drills to maintain an acceptable level of skill, knowledge and experience. Employees will be suitably outfitted with the necessary protective equipment and gear to perform the duties of a Firefighter1.

QUALITY ASSURANCE

48. Contractor shall have and maintain a comprehensive internal medical and operational quality assurance policy that is approved by the JPA and County EMSA. This program shall, at a minimum, monitor and evaluate the pre-hospital Advanced Life Support services required in this Agreement. The program shall be reviewed and approved by the JPA.
49. Contractor shall participate in assigned JPA quality improvement/quality assurance activities and shall appoint appropriate personnel to serve on pre-hospital and disaster committees, as needed. These committees and/or activities shall include, but are not limited to, Continuous Quality Improvement Committee (CQIC), Medical Advisory Committee (MAC), peer review, post incident critiques, and or as mutually agreed upon between the Contractor and the JPA
50. Contractor shall cooperate fully in supplying all requested documentation to the JPA, the Base Hospital and the County EMS Agency, and shall participate fully in all quality assurance programs mandated by the County.
51. Contractor shall allow inspections, site visits or ride-a-longs at any time by JPA and County EMS Agency staff, with a minimum of one (1) hour notice to the Fire Chief for purposes of JPA contract compliance and medical quality assurance.
52. Contractor shall comply with California Code of Regulations, Title 22. Social Security, Division 9. Pre-Hospital Emergency Medical Services, Chapter 12. EMS System Quality Improvement, Articles 1 thru 5.

MUTUAL AID, MASS CASUALTY & DISASTER

53. Mutual aid response shall be performed in accordance with approved cover and mutual aid agreements. In the course of rendering Mutual Aid, the Contractor shall be exempt from the maximum response time standards criteria. Contractor shall advise dispatch that they are unable to respond to mutual aid requests if such response is in conflict with a response in the Primary Response Area.
54. Contractor shall cooperate with JPA in establishing disaster and multi-casualty incident plans, policies and procedures; and assist in planning and participate in interagency disaster/multi-casualty incident training exercises annually.
55. During declared disasters or large-scale multi-casualty incidents, Contractor shall be exempt from all responsibilities for response-time performance. When the Contractor is notified that disaster assistance is no longer required, the Contractor shall return its resources to the primary area of responsibility and shall resume all operations in a timely manner.

AMBULANCE SUPPLIES & EQUIPMENT

56. The JPA will be financially responsible for the following items for the ambulance fleet.
 - A. Communications equipment (i.e., radios, tablets, AVL, Cradlepoint)
 - B. Vehicle maintenance
 - C. Vehicle parts
 - D. Vehicle tires
 - E. Medical supplies
 - F. Airgas equipment rental
 - G. FasTrak equipment and fines
 - H. Fuel
 - I. Insurance for medic units
57. Contractor shall possess and maintain adequate medical supplies in compliance with the El Dorado County EMS Agency, and JPA Policies and Procedures Manuals. In addition, Contractor agrees to comply with all federal, state, local laws, rules and regulations and JPA policies and procedures related to the security and protection of the ambulances, medical supplies, equipment and controlled substances.
58. Standards for medical equipment shall be in compliance with the County EMS Agency Policy and Procedure Manual. The County EMS Agency shall maintain the Policy and Procedure Manual and manual updates online at their website. Contractor shall be charged with knowledge of the Policies & Procedures. Policies and Procedures shall be updated from time to time as determined necessary by the County EMS Agency.
59. Compliance with these medical equipment requirements is mandated for in service reserve ambulances. The ambulance and supplies shall be maintained in a clean, sanitary and safe mechanical condition at all times.
60. Upon inspection by the County or the JPA, any primary or in service, reserve ambulance failing to meet these medical equipment requirements shall be immediately removed from service and remain out of service until any deficiency is corrected. At the time when a reserve ambulance unit is used to provide the services required by this Agreement, the unit shall comply with all equipment requirements as specified in this Agreement.
61. Contractor shall utilize and maintain two-way communication equipment that is compatible with County approved dispatch, designated Base Station facilities and all EMS users. Communication capabilities and use of frequencies may be monitored by the JPA and the County EMS Agency.
62. Contractor shall recognize the right of the JPA to move issued equipment to another Contractor as needed to assure system wide services, as long as such movement does not impede Contractor's ability to provide the services defined in the Master Contract.

63. Contractor shall not take ownership of the ambulance and all related equipment.
64. The JPA shall provide ambulances and all other pertinent equipment needed to function as an Advance Life Support Unit.

REPORTS & POLICIES

65. Contractor shall submit reports and data to the JPA in a form and manner approved by the JPA. The articles hereinafter detail reporting requirements and timetables, which are intended to be mandatory and exemplary but not intended to be all-inclusive. Contractor shall be responsible to ensure that all information is provided to the JPA in a timely manner as indicated throughout this Agreement.
66. Contractor personnel shall utilize the El Dorado County "Pre-hospital Care Report" (PCR) (in electronic digital and/or paper form) for all emergency and non-emergency responses including non-transports.
 - A. The Pre-hospital Care Report and billing paperwork shall be submitted to the County according to the time frames established in writing by Ambulance Billing as required by El Dorado County EMS Policy.
 - B. Contractor personnel shall perform due diligence to obtain and transmit all required billing and patient care information. If circumstances arise which limit the availability of patient information, billing information, and associated information, Contractor shall remain responsible to obtain the required information and submit it to the County. Contractor personnel shall adhere to the requirements of the El Dorado County EMS Policy for proper reporting and documentation.
 - C. In the case of ALS first responder where the first responder maintains patient care and rides in the ambulance one of the following documentation options shall be utilized, a) PCR may be filled out by the first responder paramedic and utilized as the only PCR for that patient; or, b) the first responder paramedic completes a first responder PCR, and the ambulance paramedic completes a separate PCR. The ambulance PCR may refer to the first responder PCR by writing "See First Responder PCR" where appropriate. Where the first responder report is not complete prior to the ambulance leaving the scene, and any portion of the incomplete PCR is passed on to the transporting unit, it shall not be considered an official document.
67. Ambulance Billing shall notify the JPA of failure to adequately complete and submit a PCR within forty-eight (48) hours of the completion of the call. Repeated failures to adequately complete the PCR shall be reported to the JPA, and the JPA shall notify Contractor to correct the omission/error situation. The Contractor shall have five business days in which to furnish the required information to Ambulance Billing. Failure to do so the JPA will fine Contractor two hundred and fifty (\$250) dollars.

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- A. For every ePCR that is not accurately completed and turned over to the County within thirty (30) days of the completion of each call, the JPA shall fine Contractor an additional one thousand (\$1,000) dollars.
68. Contractor shall furnish its personnel with Incident Report forms and shall ensure that its personnel understand and utilize such forms. Contractor shall notify the JPA within 24 hours of a sentinel event. Examples: injury to patient, crew or public, or high-profile incident. Contractor may also provide notification and Incident Forms to the El Dorado County EMS Agency.
 69. Contractor shall document any and all incidents of unusual activities or occurrences that impacted or had an effect on the normal delivery of services. Events that an attending Paramedic or the Contractor feel should be documented but are not appropriate to include on the PCR should be included on the Incident Report. Such activities may include but are not limited to: acts of violence against personnel, combative patients, patient care concerns, inter-agency conflicts, medical equipment failures, obstacles to responses including chronic adverse road conditions, and radio, dispatch, or communication failures. Any other unusual activities that have the potential of affecting patient care shall be documented in established EMSA forms and faxed to the JPA by the next business day.
 70. Contractor shall document vehicle failure above and beyond usual scheduled maintenance and repairs and ambulance vehicle accidents that could potentially have a detrimental effect on patient care issues. Vehicle failure and ambulance accident reports shall be sent to the JPA within 24 hours of the occurrence.
 71. For each response within the previous calendar month that exceeds the Response Time Standard for the area of dispatch location (Urban, Semi-Rural, Rural, or Wilderness) Contractor shall submit a Response Time Exception Report to the JPA. The reason for the delayed response time shall be clear, precise, and verifiable in order to determine if the exception is acceptable. These reports shall be submitted to the JPA for the previous calendar month of service on a monthly basis before the 7th day of the next month.
 72. Contractor shall be responsible for maintaining complete and legible vehicle inspection logs and have them available for audit by the JPA for a period of one year.
 73. Contractor shall be responsible to comply with all operational policies and standards currently articulated in this Agreement; the JPA's Policy and Procedure Manual; the Health and Safety Code, Division 2.5; California Code of Regulations, Title 22, Division 9, policies and procedures promulgated by the California Emergency Medical Services Authority and by the El Dorado County Medical Services Agency.
 74. The Contractor will provide services to JPA and in conjunction with the provision of such services, certain Protected Health Information ("PHI") may be made available to Contractor for the purposes of carrying out its obligations. Contractor agrees to comply with all the terms and conditions of Appendix A, HIPAA Business Associate

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Agreement, attached hereto and made by reference a part hereof, regarding the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the regulations promulgated thereunder.

In as much as an exchange of Protected Health Information (PHI) will occur between JPA and Contractor, Contractor agrees to faithfully distribute to patient the El Dorado County Notice of Privacy Practices, to be supplied by JPA, before the first delivery of service for all non-emergency transfers and dry runs with patient contact, where services were provided to patient. All Notices of Privacy Practices for emergency transfers will be mailed by El Dorado County Ambulance Billing as soon as practical following the provision of services.

75. Contractor shall comply with all applicable JPA policies, operating procedures, and standards.
76. Contractor shall maintain an equipment inventory list and conduct an annual inventory of all fixed assets of JPA and/or CSA-7. The list shall be submitted to the JPA annually and certified by the Contractor that it is accurate.

COMPETITION

77. Contractor, and its principals are prohibited from engaging in any enterprise that effectively results in competition for emergency and non-emergency ambulance services of any kind within the Primary Response Area as described in this Agreement

BILLING FOR SERVICES

78. Parties receiving non-emergency and/or emergency medical transport services from Contractor shall be billed by County Ambulance Billing for said services. Ambulance personnel shall not request nor receive payment for any services provided pursuant to this Agreement, nor shall they quote charges to the patient or any other concerned individuals or extend promises for special treatment regarding billable charges. JPA shall provide ambulance billing rate forms to ambulance personnel, and personnel may make these forms available to individuals upon request.

COMPENSATION

79. Compensation shall be the JPA Board approved budget amounts as outlined in Appendix B.
80. Contractor shall maintain fiscal records necessary and prudent to meet the standards for accounting practices in use by the County, County Service Area 7 and the JPA.
81. The JPA will reimburse other Contractor's for any use of their personnel, on a regular basis, in order to provide coverage of back-up units, special details or

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assignments. Such reimbursement to be at the actual cost of such services to the other members of the JPA.

82. A Contractor shall not assume liability for the payment of salary, wages or other compensation to officers, agents or employees of the other Contractor's or parties performing service under the Master Contract, or any liability other than that provided in this agreement.
83. Contractor shall not be responsible for claims to benefits, wages, seniority, or other employee rights granted by any other Contractor to its employees if or when such other Contractor employees are assigned to the Contractor in the performance of services and functions pursuant to this agreement.
84. Contractor shall not be liable for compensation to or indemnification of other Contractor or parties performing service under the Master Contract for injury or sickness arising out of the performance of this agreement.
85. The JPA shall provide the funding for ambulance collision and comprehensive coverage for equipment of and on the ambulance.
86. The JPA shall provide dispatch services for ambulances, as defined in the Master Contract.

CHANGES

87. This Agreement may be amended by mutual consent of the parties hereto. Said amendments shall become effective only when in writing and approved by the duly authorized Boards and fully executed by duly authorized officers of the parties hereto.
 - A. This Agreement may be terminated by either party, upon receipt of written notice, with at least a 90-calendar day advance notice.
 - B. The JPA may deny, suspend or revoke this Agreement for failure of the Contractor to comply with this Agreement, the El Dorado County Emergency Medical Service and Medical Transportation Ordinance; or applicable policies, procedures and regulations.

INDEPENDENT PROVIDER

88. Contractor is, and shall be at all times, deemed independent and shall be wholly responsible for the manner in which it performs services required by terms of this Agreement. Contractor exclusively assumes responsibility for acts of its employees, associates, and subcontractors, if any are authorized herein, as they relate to services to be provided under this Agreement during the course and scope of their employment.

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- A. Contractor shall be responsible for performing the work under this Agreement in a safe, professional, skillful and workmanlike manner and shall be liable for its own negligence and negligent acts of its employees. JPA shall not be charged with responsibility of preventing risk to the Contractor or its employees.
- B. JPA engages Contractor for Contractor's unique qualifications and skills as well as those of Contractor's personnel. Contractor shall not subcontract, delegate or assign services to be provided, in whole or in part, to any other person or entity without prior written consent of JPA.

NON-DISCRIMINATION, BENEFITS, & FACILITIES

- 89. Contractor certifies under the laws of the State of California that Contractor shall not unlawfully discriminate in the provision of services because of race, color, creed, national origin, sex, age, or physical or mental disability as provided by State and federal law and in accordance with Title VI of the Civil Rights Act of 1964 [42 USC 2000(d)]; Age Discrimination Act of 1975 (42 USC 6101); Rehabilitation Act of 1973 (29 USC 794); Education Amendments of 1972 (20 USC 1681); Americans with Disabilities Act of 1990 (42 USC 12132); Title 45, Code of Federal Regulations, Part 84; provisions of the Fair Employment and Housing Act (Government Code Section 129000 et seq.); and regulations promulgated thereunder (Title 2, CCR, Section 7285.0 et seq.); Title 2, Division 2, Article 9.5 of the California Government Code, commencing with Section 11135; and Title 9, Division 4, Chapter 6 of the California Code of Regulations, commencing with Section 10800.
- 90. For the purpose of this Agreement, discriminations on the basis of race, color, creed, national origin, sex, age, or physical or mental disability include, but are not limited to, the following: denying a participant any service or providing a benefit to a participant which is different, or is provided in a different manner or at a different time from that provided to other participants under this Agreement; subjecting a participant to segregation or separate treatment in any matter related to the receipt of any service; restricting a participant in any way in the enjoyment of any advantage or privilege enjoyed by others receiving any service or benefit; and/or treating a participant differently from others in determining whether the participant satisfied any admission, enrollment, eligibility, membership or other requirement or condition which individuals must meet in order to be provided any service or benefit.

INDEMNITY

91. To the fullest extent of the law, Contractor shall defend, indemnify, and hold the JPA harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorney's fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, JPA employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the Contractor's services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of the JPA, the Contractor, subcontractor(s) and employee(s) of any of these, except for the sole, or active negligence of the JPA, its officers and employees, or as expressly provided by statute. This duty of Contractor to indemnify and save JPA harmless includes the duties to defend set forth in California Civil Code Section 2778.

92. To the fullest extent of the law, JPA shall defend, indemnify, and hold the Contractor harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorney's fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, Contractor employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the JPA's services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of the JPA, the Contractor, subcontractor(s) and employee(s) of any of these, except for the sole, or active negligence of the Contractor, its officers and employees, or as expressly provided by statute. This duty of JPA to indemnify and save Contractor harmless includes the duties to defend set forth in California Civil Code Section 2778.

INSURANCE

93. The Contractor shall provide to the JPA proof of a policy of insurance and documentation evidencing that the Contractor maintains insurance that meets the following requirements set forth hereinafter.
 - A. Full Worker's Compensation and Employers' Liability Insurance covering all JPA funded employees of the Contractor as required by law in the State of California.
 - B. Commercial General Liability Insurance of not less than \$6,000,000 combined single limit per occurrence for bodily injury and property damage.
 - C. Professional liability for JPA funded employees is required with a limit of liability of not less than \$1,000,000 per occurrence.
 - D. Contractor shall furnish a certificate of insurance satisfactory to the JPA as evidence that the insurance required above is being maintained. The insurance shall be issued by an insurance company acceptable to the JPA.

94. Contractor agrees that the insurance required above shall be in effect at all times during the term of this Agreement. In the event said insurance coverage expires at any time or times during the term of this Agreement, Contractor agrees to provide at least thirty (30) days prior to said expiration date, a new certificate of insurance evidencing insurance coverage as provided for herein for not less than the remainder of term of the Agreement, or for a period of not less than one (1) year. New certificates of insurance are subject to the approval of the JPA and Contractor agrees that no work or services shall be performed prior to the giving of such approval. In the event Contractor fails to keep in effect at all times insurance coverage as herein provided, JPA may, in addition to any other remedies it may have, terminate this Agreement upon the occurrence of such event.
- A. The certificate of insurance must include the following provisions stating that:
1) The insurer shall not cancel the insured's coverage without thirty (30) days prior written notice to JPA, and; 2) The JPA, its officers, officials, employees, and volunteers are included as additional insured, but only insofar as the operations under this Agreement are concerned. This provision shall apply to all liability policies except worker's compensation and professional liability insurance policies.
95. Contractor's insurance coverage shall be primary insurance as respects to the JPA, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the JPA its officers; officials, employees or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it.
- A. Any deductibles or self-insured retentions must be declared to and approved by the JPA, either:
1. The insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the JPA, its officers, officials, employees, and volunteers; or
 2. Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.
96. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the JPA, its officers, officials, employees or volunteers.
97. The insurance companies shall have no recourse against the JPA, its officers and employees or any of them for payment of any premiums or assessments under any policy issued by any insurance company.
98. The Contractor's obligations shall not be limited by the foregoing insurance requirements and shall survive expiration of this Agreement.
99. In the event the Contractor cannot provide an occurrence policy, Contractor shall provide insurance covering claims made as a result of performance of this

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Agreement for not less than three (3) years following completion of performance of this Agreement.

- Certificate of insurance shall meet such additional standards as may be determined by the JPA.

INTEREST OF PUBLIC OFFICIAL

100. Except for their duties to the JPA Board, no official or employee of Contractor who exercises any functions or responsibilities in review or approval of services to be provided by Contractor under this Agreement shall participate in or attempt to influence any decision relating to this Agreement which affects his/her personal interest or interest of any corporation, partnership, or association in which he/she is directly or indirectly interested; nor shall any such official or employee of the JPA have any interest, direct or indirect, in this Agreement or the proceeds thereof.

INTEREST OF CONTRACTOR

101. Contractor covenants that Contractor presently has no personal interest or financial interest and shall not acquire same in any manner or degree in either: 1) any other agreement or contract connected with or directly affected by the services to be performed by this Agreement; or, 2) any other entities connected with or directly affected by the services to be performed by this Agreement.

VENUE

102. Any dispute resolution action arising out of this Agreement, including, but not limited to, litigation, mediation, or arbitration, shall be brought in El Dorado County, California, and shall be resolved in accordance with the laws of the State of California. Contractor waives any removal rights it might have under Code of Civil Procedure Section 394.

ADMINISTRATION

103. All notices to be given by the parties hereto shall be in writing and sent postage prepaid by registered mail. Notices to Contractor shall be addressed as follows, or to such other location as either party directs:

JPA

480 Locust Road
Diamond Springs, CA 95619
530-642-0622
Attn: Executive Director

Cameron Park Community
Services District

2502 Country Club Dr
Cameron Park, CA 95682
530-677-2231

104. The JPA Officer or employee responsible for administering this Agreement is the Director, or successor.

DISPUTES

105. Should any disputes arise between and/or among the Contractor, other Member Agencies, the JPA or EMSA, all parties will have the right to bring such disputes to the JPA Board of Directors, as provided by the Master Contract.

STATUS

106. In performance of the services herein provided for, Contractor shall be, and is, an independent contractor, and is not an agent or employee of JPA.

107. Pursuant to this agreement, it is acknowledged and agreed that the JPA and Contractor both are legally separate entities. No other special relationship will arise from this agreement except as so stated.

FORCE MAJEURE

108. If any party hereto is rendered unable, wholly or in part, by Force Majeure to carry out its obligations under this agreement, that party shall give to the other parties hereto prompt written notice of the Force Majeure with reasonable full particulars concerning it.

109. Thereupon, the obligations of the party giving the notice, so far as they are affected by the Force Majeure, shall be suspended during, but no longer than the continuance of, the Force Majeure, except for a reasonable time thereafter required to resume performance.

110. During any period in which any party hereto is excused from performance by reason of the occurrence of an event of Force Majeure, the party so excused shall promptly, diligently, and in good faith take all reasonable action required in order for it to be able to commence or resume performance of its obligations under the agreement.

111. Without limiting the generality of the foregoing, the party so excused from performance shall, during any such period of Force Majeure, take all actions reasonably necessary to terminate any temporary restraining orders or preliminary or permanent injunctions to enable it to so commence or resume performance of its obligations under the agreement

112. The party whose performance is excused due to the occurrence of an event of Force Majeure shall, during such period, keep the other parties notified of all such actions required in order for it to be able to commence or resume performance of its obligations under the agreement.

113. Force Majeure is defined as an act of God, act of public enemy, war and other causes not reasonably within the control of any parties hereto.

114. The parties to this Agreement represent that the undersigned individuals executing this Agreement on their respective behalf are fully authorized to do so by law or

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other appropriate instrument and to bind upon said parties to the obligations set forth herein.

115. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall continue in full force and effect without being impaired or invalidated in any way.

116. This agreement shall become effective when fully executed by the parties hereto and will remain in effect, unless terminated pursuant to provisions herein. This Agreement will be reviewed before March 1st of each year.

117. This document and the documents referred to herein or exhibits hereto are the entire Agreement between the parties, and they incorporate or supersede all prior written or oral agreements or understandings.

118. In witness whereof, the parties hereto have executed this Agreement the day and year first below written.

_____ Date _____
For the JPA

_____ Date _____
For the Contractor

Appendix A

HIPAA Business Associate Agreement

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY
AND
CAMERON PARK COMMUNITY SERVICES DISTRICT

This HIPAA Business Associate Agreement Amendment (“Amendment”) entered into by the El Dorado County Emergency Services Authority (hereinafter referred to as “the JPA”) and the Cameron Park Community Services District (hereinafter referred to as “Business Associate”) supplements and is made part of the Business Associate Advanced Life Support Ambulance Agreement. (“Underlying Agreement”) as of the date of approval by the parties (the “Effective Date”).

RECITALS

WHEREAS, JPA and the Business Associate entered into the Underlying Agreement pursuant to which the Business Associate provides services to JPA, and in conjunction with the provision of such services, certain Protected Health Information (“PHI”) may be made available to the Business Associate for the purposes of carrying out its obligations under the Underlying Agreement; and

WHEREAS, the provisions of the Health Insurance Portability and Accountability Act, Pub. L. No. 104-161 of 1996 (“HIPAA”), more specifically the regulations found at Title 45, CFR, Parts 160 and 164 (the “Privacy Rule”), as may be amended from time to time, which are applicable to the protection of any disclosure of PHI pursuant to the Underlying Agreement; and comply with the HITECH (the Health Information Technology for Economic and Clinical Health Act of 2009) and the regulations thereunder (including 45 C.F.R. Sections 164.308, 164.310, 164.312 and 164.316), that apply to a business associate of a covered entity in the same manner that such sections apply to the covered entity.

WHEREAS, County of El Dorado (County) is a Covered Entity, as defined in the Privacy Rule; and

WHEREAS, the JPA and its sub-contracting agencies that are recipients of PHI are Business Associates as defined in the Privacy Rule; and

WHEREAS, the parties agree that any disclosure or use of PHI be in compliance with the Privacy Rule or other applicable law; and

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

1. Definitions. Unless otherwise provided in this Amendment, capitalized terms shall have the same meanings as set forth in the Privacy Rule, as may be amended from time to time.
2. Scope of Use and Disclosure by the Business Associate of County

Disclosed PHI.

- A. The Business Associate shall be permitted to use PHI disclosed to it:
 - (1) on behalf of the JPA, or to provide services to the JPA for the purposes contained herein, if such use or disclosure would not violate the Privacy Rule if done by the JPA, or the minimum necessary policies and procedures of the JPA and County.
 - (2) As necessary to perform any and all of its obligations under the Underlying Agreement.

- B. Unless otherwise limited herein, in addition to any other uses and/or disclosures permitted or authorized by this Amendment or required by law, the Business Associate may:
 - (1) Use the PHI in its possession for its proper management and administration and to fulfill any legal obligations.
 - (2) Disclose the PHI in its possession to a third party for the purpose of the Business Associate's proper management and administration or to fulfill any legal responsibilities of the Business Associate. The Business Associate may disclose PHI as necessary for the Business Associate's operations only if:
 - (a) The disclosure is required by law; or
 - (b) The Business Associate obtains a written Business Associate agreement from any person or organization to which the Business Associate will disclose such PHI that the person or organization will comply with all applicable HIPAA-HITECH laws:
 - (3) Aggregate the PHI and/or aggregate the PHI with that of other data for the purpose of providing JPA and County with data analyses related to the Underlying Agreement, or any other purpose, financial or otherwise, as requested by JPA and the County.
 - (4) Not disclose PHI without first notifying and receiving approval from the JPA and/or County.

- C. The Business Associate agrees that it will neither use nor disclose PHI it receives from any other business associate, except as permitted or required by this Amendment, or as required by law, or as otherwise permitted by law.

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3. Obligations of the Business Associate. In connection with its use of PHI disclosed to the Business Associate, the Business Associate agrees to:
 - A. Use or disclose PHI only as permitted or required by this Amendment or as required by law.
 - B. Use reasonable and appropriate safeguards to prevent use or disclosure of PHI other than as provided for by this Amendment and applicable laws.
 - C. To the extent practical, mitigate any harmful effect that is known to the Business Associate of a use or disclosure of PHI by the Business Associate in violation of this Amendment and applicable laws.
 - D. Report to JPA any use or disclosure of PHI not provided for by this Amendment of which the Business Associate becomes aware.
 - E. Require sub-contractors or agents to whom the Business Associate provides PHI to agree and sign a Business Associate agreement.
 - F. Use appropriate administrative, technical and physical safeguards to prevent inappropriate use or disclosure of PHI created or received.
 - G. Obtain and maintain knowledge of the applicable laws and regulations related to HIPAA and HITECH, as may be amended from time to time.
 - H. Business Associate will notify said party in writing within sixty (60) days where PHI may have been intentionally, and/or inadvertently disclosed and if such disclosure has been secured.
 - I. Business Associate and their personnel acknowledge that all collected PHI needs to be secured at all times.

4. PHI Access, Amendment and Disclosure Accounting.

The Business Associate agrees to:

 - A. Provide access, at the request of JPA, within five (5) days, to PHI in a Designated Record Set, to the JPA, or to an Individual as directed by the JPA.
 - B. To make any amendment(s) to PHI in a Designated Record Set that the JPA directs or agrees to at the request of JPA or an Individual within sixty (60) days of the request of JPA.
 - C. To assist the JPA in meeting its disclosure accounting under HIPAA:

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- (1) The Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for the JPA to respond to a request by an Individual for an accounting of disclosures of PHI.
 - (2) The JPA agrees to provide to JPA or an Individual, within sixty (60) days, information collected in accordance with this section to permit the JPA to respond to a request by an Individual for an accounting of disclosures of PHI.
 - (3) The Business Associate shall have available for the JPA the information required by this section for the six (6) years preceding the JPA's request for information.
- D. Make available to the JPA, the Business Associate's internal practices, books and records relating to the use of and disclosure of PHI for purposes of determining the Business Associate's compliance with the Privacy Rule, subject to any applicable legal restrictions.
- E. Within thirty (30) days of receiving a written request from JPA, make available any and all information necessary for JPA to make an accounting of disclosures of JPA PHI by the Business Associate.
- F. Within thirty (30) days of receiving a written request from JPA, incorporate any amendments or corrections to the PHI in accordance with the Privacy Rule in the event that the PHI in the Business Associate's possession constitutes a Designated Record Set.
- G. Not make any disclosure of PHI that JPA would be prohibited from making.
5. Obligations of JPA.
- A. JPA agrees that it will make its best effort to promptly notify the Business Associate in writing of any restrictions on the use and disclosure of PHI agreed to by JPA that may affect the Business Associate's ability to perform its obligations under the Underlying Agreement, or this Amendment.
- B. JPA agrees that it will make its best effort to promptly notify the Business Associate in writing of any changes in, or revocation of, permission by any Individual to use or disclose PHI, if such changes or revocation may affect the Business Associate's ability to perform its obligations under the Underlying Agreement, of this Amendment.

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- C. JPA agrees that it will make its best effort to promptly notify the Business Associate in writing of any known limitation(s) in its notice of privacy practices to the extent that such limitation may affect the Business Associate's use of disclosure of PHI.
- D. JPA shall not request the Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by JPA, except as may be expressly permitted by the Privacy Rule.
- E. JPA will obtain any authorizations necessary for the use or disclosure of PHI, so that the Business Associate can perform its obligations under this Amendment and/or the Underlying Agreement.

6. Terms and Termination.

This Amendment shall commence upon the Effective Date and terminate upon the termination of the Underlying Agreement, as provided therein.

7. Amendment to Indemnity.

The Business Associate shall indemnify and hold harmless all Agencies, Districts, Special Districts and Departments of the County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives from any liability whatsoever, based or asserted upon any services of the Business Associate, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to this Amendment, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature whatsoever including fines, penalties or any other costs and resulting from any reason whatsoever arising from the performance of the Business Associate, its officers, agents, employees, subcontractors, agents or representatives from this Amendment. The Business Associate shall defend, at its sole expense, all costs and fees including but not limited to attorney fees, cost of investigation, defense and settlements or awards all Agencies, Districts, Special Districts and Departments of the County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives in any claim or action based upon such alleged acts or omissions.

With respect to any action or claim subject to indemnification herein by the Business Associate, the Business Associate shall, at their sole cost, have the right to use counsel of their choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of JPA; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes the Business Associate's indemnification to JPA as set forth herein. The

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Business Associate's obligation to defend, indemnify and hold harmless JPA shall be subject to JPA having given the Business Associate written notice within a reasonable period of time of the claim or of the commencement of the related action, as the case may be, and information and reasonable assistance, at the Business Associate's expense, for the defense or settlement thereof. The Business Associate's obligation hereunder shall be satisfied when the Business Associate has provided to JPA the appropriate form of dismissal relieving JPA from any liability for the action or claim involved.

The specified insurance limits required in the Underlying Agreement of this Amendment shall in no way limit or circumscribe the Member's obligations to indemnify and hold harmless the JPA herein from third party claims arising from the issues of this Amendment.

In the event there is conflict between this clause and California Civil Code Section 2782, this clause shall be interpreted to comply with Civil Code 2782. Such interpretation shall not relieve the Business Associate from indemnifying the JPA to the fullest extent allowed by law.

In the event there is a conflict between this indemnification clause and an indemnification clause contained in the Underlying Agreement of this Amendment, this indemnification shall only apply to the subject issues included within this Amendment.

8. Amendment. The parties agree to take such action as is necessary to amend this Amendment from time to time as is necessary for JPA to comply with the Privacy Rule and HIPAA generally.
9. Survival. The respective rights and obligations of this Amendment shall survive the termination or expiration of this Amendment.
10. Regulatory References. A reference in this Amendment to a section in the Privacy Rule means the section as in effect or as amended.
11. Conflicts. Any ambiguity in this Amendment and the Underlying Agreement shall be resolved to permit County to comply with the Privacy Rule and HIPAA generally.
12. Except as herein amended, all other parts and sections of this Agreement with the Business Associate, shall remain unchanged and in full force and effect.

Appendix B

COMPENSATION FOR SERVICES

EL DORADO COUNTY EMERGENCY SERVICES AUTHORITY
AND
CAMERON PARK COMMUNITY SERVICES DISTRICT

1. The Contractor acknowledges and agrees 1) that the JPA's Master Contract with the County is funded from three specific funding sources: CSA No. 7 Property Tax, CSA No. 7 Special Tax, and Ambulance Billing revenue; 2) all of these funding sources are limited and fluctuate from year to year; 3) there are three primary categories of on-going expenditure that must be sustained by CSA No. 7 funding: CSA No. 7 administration activities performed by the County, JPA ambulance services and ambulance billing/collection services; and, 4) the Master Contract is primarily a fixed price Agreement with annual adjustments plus standby revenue. The JPA and its Contractors agree that the County shall not fund compensation from any other funds or revenues, including but not limited to the County's General Fund.
2. The JPA shall compensate the Contractor in twelve (12) monthly payments of \$95,833.33 per ambulance based on the JPA operating eight (8) ambulances within CSA No. 7, less any fines levied by the County as outlined in Section 2.1.12 (g) (i) of the Master Contract.
3. The Contractor agrees that all compensation provided by the JPA will only be utilized for the sole purpose of ambulance transport services, per the JPA's Master Contract with El Dorado County.
4. The Contractor agrees to submit a preliminary fiscal year budget to the JPA on an annual basis, which will be reviewed and approved by the JPA Finance Committee and Board of Directors.
5. The Contractor agrees to submit a monthly Revenue vs. Expenditure report to the JPA, which will be reviewed by the JPA Finance Committee and Board of Directors.
6. The Contractor agrees to return all compensation, not utilized within a fiscal year, to the JPA. Excess compensation shall be returned to the JPA, following the fiscal year Q2 and Q4, with the fiscal year Q4 funds being submitted to the JPA no later than October 1. The Contractor also agrees that all compensation returned to the JPA will be placed in a special index fund and that any request for use of the funds by the JPA or any Contractor shall only occur with the approval of the JPA Board of Directors.

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7. At any time during the Agreement, in the event that significant circumstances beyond the reasonable control of the JPA or Contractor, dramatically increase the Contractor's expenses or decrease County revenues, either the JPA or the County may request to meet and confer regarding the terms of the Master Contract.

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



Budget and Administration Committee

Tuesday, September 3, 2019

6:30 p.m.

2502 Country Club Drive, Cameron Park

Agenda

Members: Chair Director Monique Scobey (MS), Vice Chair Eric Aiston (EA),
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. Five Year Strategic Plan (J. Ritzman)**
- 2. Job Descriptions & Part-Time Employee Wage Scale (J. Ritzman)**

3. El Dorado Disposal/Waste Connections Quarterly Update Reports (informational)

4. District of Distinction Criteria (informational, N. Garrison)

5. Staff Updates

- Check Register for August

6. Items for October & Future Committee Meetings

- FY 2018-19 Year-End Actuals
- Five Year Budget Projection
- Reserve Policy Update

7. 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, September 16, 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)
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**

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.

COMMITTEE REVIEW/ACTION

6. **APPROVAL NEW MEMBER CC&R COMMITTEE – Bob Dutta**
7. **MONTHLY STAFF REPORT**

Items Requiring Action:

Item #	Property Address	Unit	Parcel Number	Violation	CC&R Violation Case #	Recommended Action
7a.	611 Taraya Ct	Cambridge Oaks Unit #3	119-310-018-000	Repeat Violation- Improperly stored boat	CCR19-1057	Move from Pre-Legal to Limited Legal
7b.	3115 Boeing Rd	Airpark Estates	083-162-006-000	Improperly Stored Materials	CCR19-1035	Move from Pre-Legal to Limited Legal
7c.	4321 Crazy Horse Rd	Cambridge Oaks Unit #3	119-310-07-100	Unmaintained Lot	CCR19-1033	Move from Pre-Legal to Legal

7d. Open Violations

- Initial Notices – 11 (3 New)
- Final Notices - 6
- Pre-Legal Notices - 4
- Pending - 6
- Legal Cases - 0

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

7e. Architectural Review

- Projects Reviewed – 22
- Approved – 21
- Denied – 0
- Held Over to September – 1

7f. Staff Update

8. CC&R Procedures Handbook – Process for Updating (J. Ritzman)

9. Items for October and Future CC&R Committee Agendas

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, September 3, 2019
5:30 p.m.
2502 Country Club Drive, Cameron Park

Agenda

Members: Chair Director Holly Morrison (HM) and Vice Chair Director Felicity Wood Carlson (FC)
Alternate Director Eric Aiston (EA)

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

**Meeting has
been cancelled.**

**(See attached report for updates on
Capital Outlay Items for Grant Funding)**

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



Parks & Recreation Committee
Monday, September 9, 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

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.

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. Summer Spectacular Workshop** (J. Ritzman, T. Helm)
- 2. Dogs On-Leash at Cameron Park Lake** (J. Ritzman)

3. **Skate Park Operations** (Discussion; no written staff report)
4. **Recommended Bikeway & Sidewalk Maps, El Dorado County Transportation Commission** (informational; J. Ritzman)
5. **Staff Oral & Written Updates** (T. Helm, M. Grassle)
 - RecTrac reports for past years' Community Center use
6. **Items for the October & Future Committee Agendas**
 - Rec Dept budget plan
 - Pat O'Brien Community Center field trip
 - Report back on SLC
7. **Items to take to the Board of Directors**

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT