

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



Budget and Administration Committee
Tuesday, January 7, 2020
6:30 p.m.

Cameron Park Community Center
2502 Country Club Drive, Cameron Park
Conformed Agenda

Members: Director Monique Scobey (MS), Eric Aiston (EA),
and Alternate Director Felicity Wood Carlson (FC)

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

CALL TO ORDER – 6:41pm

ROLL CALL – MS/EA

- Nominate Committee Chair

Chair Eric Aiston & Vice Chair Monique Scobey

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

ADOPTION OF AGENDA – *Approved with the following correction:*
Move Item #7a to #1

APPROVAL OF CONFORMED AGENDA - *Approved*

OPEN FORUM

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

DEPARTMENT MATTERS

1. Fiscal Year 2019-20 Mid-Year Budget Adjustment, General Fund 001 - Recreation Department 5000
(J. Ritzman, W. Kahn)

- *Discussed FY 2019-20 Mid-Year Budget Adjustment, General Fund 001 – Recreation Department 5000. Move to the Board with support.*

2. Fiscal Year 2019-20 District General Fund 001, and Quimby Fund 003 Mid-Year Budget Adjustment (V. Neibauer)

- *Discussed FY 2019 District General Fund 001, and Quimby Fund 003 Mid-Year Budget Adjustment. Move to the Board with support.*

3. Fiscal Year 2020-21 Budget Calendar (V. Neibauer)

- *Reviewed FY 2020-21 Budget Calendar. Move to the Board with support (consent).*

4. Strategic Plan Objectives (J. Ritzman)

- *Discussed Strategic Plan Objectives. Move to the Board with support.*

5. Revised Policy 4060: Committees of the Board of Directors (J. Ritzman)

- *Discussed Revised Policy 4060: Committees of the Board of Directors. Move to the Board with support.*

6. Discuss 2020 Committee Work Plan (all; discussion)

- *Held over to next meeting.*

7. Staff Updates

- a. Fire Department Fiscal 2018-19 Year End - Snapshot (V. Neibauer)
- b. December Check Register Review (V. Neibauer)
- c. 2nd Quarter Budget to Actuals (V. Neibauer) – *Move to the Board with support (consent)*

8. Items for February & Future Committee Meetings

- Five Year Budget Projection
- Reserve Policy Update
- VTD Final Report and Recommendations
- Fiscal Year 2018-19 Audit
- *2020 Committee Work Plan*

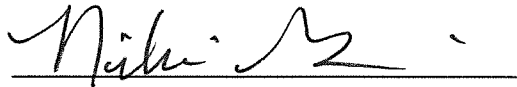
9. Items to take to the Board of Directors

- *2nd Quarter Budget to Actuals*
- *Fiscal Year 2019-20 Mid-Year Budget Adjustment, General Fund 001 - Recreation Department 5000*
- *Fiscal Year 2019-20 District General Fund 001, and Quimby Fund 003 Mid-Year Budget Adjustment*
- *Fiscal Year 2020-21 Budget Calendar*
- *Strategic Plan Objectives*
- *Revised Policy 4060: Committees of the Board of Directors*

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

ADJOURNMENT – 9:38pm

Conformed Agenda Prepared by:



Niki Garrison
Administrative Assistant

Conformed Agenda Approved by:



Director Eric Aiston, Chair
Budget & Administration Committee