



**CAMERON PARK COMMUNITY SERVICES DISTRICT**

2502 Country Club Drive  
Cameron Park, CA 95682  
(530) 677-2231 Phone  
(530) 677-2201 Fax  
[www.cameronpark.org](http://www.cameronpark.org)

# AMENDED AGENDA

Regular Board of Directors' Meetings are held  
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

### 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](http://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](mailto:admin@cameronpark.org) if you require public documents in alternate formats or accommodation during public meetings.

# AGENDA

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## **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.*

- Robert Dalton – Recognition of Service to the District
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## **APPROVAL OF CONSENT AGENDA**

*The following Consent Agenda items are considered routine and will be acted upon by the Board without discussion with one vote. Any item may be removed from the Consent Agenda by a Board member or a member of the audience and placed under General Business #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
  6. **RECEIVE AND FILE** Special District Risk Management Authority Credit Incentive Program
-

## **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.*

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

## **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.*

11. General Matters to/from Board Members and Staff
    - Committee Start Times
    - Upcoming Trainings & Community Meetings
      - EID Water Treatment Tours
        - Wastewater – September 12<sup>th</sup> & 26<sup>th</sup> at 5:30pm
        - Drinking Water – August 28<sup>th</sup> & September 18<sup>th</sup> at 5:30pm
      - CSDA Conference in Anaheim – September 25-28, 2019
  12. Local Area Formation Commission (LAFCO)
  13. Committee Reports
    - a. Budget & Administration
    - b. Covenants, Conditions & Restrictions (CC&R)
    - c. Fire & Emergency Services
    - d. Parks & Recreation
    - e. Solar Energy Ad Hoc
-

# AGENDA

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## **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.*

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## **CONVENE TO CLOSED SESSION**

*The Board will recess to closed session to discuss the following item(s):*

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

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## **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.*

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## **ADJOURNMENT**

*For the public's information, we are now taking email requests at [admin@cameronpark.org](mailto: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, July 17, 2019 6:30 p.m.

### Board Members

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Felicity Carlson	Board Member
Ellie Wooten	Board Member
Holly Morrison	Board Member
Eric Aiston	Board Member

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# AGENDA

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## **CALL TO ORDER – 6:30pm**

1. Roll Call – *MS/HM/EW/EA (FC 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.*

*HM/EW - Motion Passed*

*Ayes – MS, HM, EW, EA*

*Noes – None*

*Absent – FC*

*Abstain – None*

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## **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.*

- *Rafael Martinez, Director, El Dorado County Department of Transportation*
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## **APPROVAL OF CONSENT AGENDA**

*The following Consent Agenda items are considered routine and will be acted upon by the Board without discussion with one vote. Any item may be removed from the Consent Agenda by a Board member or a member of the audience and placed under General Business #11 to be discussed and acted upon individually.*

4. Conformed Agenda – Board of Directors Meeting, June 19, 2019
  5. Conformed Agenda – Board of Directors Special Meeting, June 24, 2019
  6. Conformed Agenda – Board of Directors Meeting, June 26, 2019
  7. Conformed Agenda – Budget & Administration Meeting, June 4, 2019
  8. Staff Reports
    - a. General Manager
    - b. Administration Department
      - o Check Register
    - c. Fire Department
-

# AGENDA

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- d. Recreation Department
  - e. Parks & Facilities Department
  - f. Covenants, Conditions & Restrictions (CC&R) Department
9. **RECEIVE AND FILE** Annual Disclosure of Board of Directors and Employee Reimbursements
10. **RECEIVE AND FILE** 2019 LAFCO Special District Election Results

*Motion to adopt the Consent Agenda with the following change:*

- *Pull Items #8 & 10*

*HM/EA - Motion Passed*

*Ayes – MS, HM, EW, EA*

*Noes – None*

*Absent – FC*

*Abstain – None*

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## **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.*

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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.*

11. Items removed from the Consent Agenda for discussion

*8. 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*

10. *RECEIVE AND FILE 2019 LAFCO Special District Election Results*

12. **REVIEW AND APPROVE** 2016-17 & 2017-18 Financial Audits

*Motion to Approve 2016-17 & 2017-18 Financial Audits.*

*EA/HM - Motion Passed*

*Ayes – MS, HM, EW, EA*

*Noes – None*

*Absent – FC*

*Abstain – None*

13. **PUBLIC HEARING – APPROVE** Resolution 2019-16 Approving Engineer’s Report for Landscaping and Lighting Districts, Confirming Diagram and Assessment, and Directing Auditor of El Dorado County to Continue and to Collect Assessment for the Fiscal Year

*Motion to Approve Resolution 2019-16 Approving Engineer’s Report for Landscaping and Lighting Districts, Confirming Diagram and Assessment, and Directing Auditor of El Dorado County to Continue and to Collect Assessment for the Fiscal Year.*

*MS/EW - Motion Passed*

*Ayes – MS, EW, EA*

*Noes – HM*

*Absent – FC*

*Abstain – None*

14. **APPROVE** Landscaping and Lighting Assessment District Ad Hoc Committee

*Motion to Approve Landscaping and Lighting Assessment District Ad Hoc Committee.*

*EA/EW - Motion Passed*

*Ayes – MS, HM, EW, EA*

*Noes – None*

*Absent – FC*

*Abstain – None*



# AGENDA

*Motion to Approve Holly Morrison and Eric Aiston as Board Members for the Landscaping and Lighting Assessment District Ad Hoc Committee.*

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

15. **APPROVE** Resolution 2019-17 Approving the Cameron Park Community Services District Park Impact Fee Nexus Study and Requesting the County of El Dorado Board of Supervisors Adopt and Implement the Proposed Park Impact Fee on Behalf of the District (J. Ritzman)

*Motion to Approve Resolution 2019-17 Approving the Cameron Park Community Services District Park Impact Fee Nexus Study and Requesting the County of El Dorado Board of Supervisors Adopt and Implement the Proposed Park Impact Fee on Behalf of the District.*

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

16. **APPROVE** Request for Qualifications for Solar Energy Acquisition Expert (J. Ritzman)

*Motion to Approve Request for Qualifications for Solar Energy Acquisition Expert.*

*HM - Motion Died for Lack of a Second*

*Motion to Postpone Item to August Board of Directors Meeting.*

*EW/HM - Motion Failed  
Ayes – EW, HM  
Noes – MS, EA  
Absent – FC  
Abstain – None*

*Motion to Approve Request for Qualifications for Solar Energy Acquisition Expert with the Amendment that General Manager Bring Back RFQs to the Board Before Approving Hiring of Contractor.*

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

17. **ELECT** Board Member to California Special District Association Board of Directors

*Motion to Nominate Patrick Larkin for the California Special District Association Board of Directors.*

*MS/EW - Motion Failed*  
*Ayes – MS, EW*  
*Noes – None*  
*Absent – FC*  
*Abstain – EA, HM*

*Motion to Nominate Jessica Dias for the California Special District Association Board of Directors.*

*MS - Motion Died for Lack of a Second*

*Motion to Nominate Ginger Root for the California Special District Association Board of Directors.*

*EA - Motion Died for Lack of a Second*

*Motion to Nominate Jerry Gilmore for the California Special District Association Board of Directors.*

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

# AGENDA

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## **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.*

### 18. General Matters to/from Board Members and Staff

- Upcoming Trainings & Community Meetings

*EA – Getting acclimated to the District.*

*HM – Thanked staff for efforts at Summer Spectacular.*

*MS – Lots of talk in the community about Summer Spectacular and the continuation as revenue neutral; spoke with Rosemary about a volunteer group at Cameron Park Lake; Meeting with El Dorado County Supervisors, Shiva Frentzen & Lori Parlin; also meeting with Parks & Rec Commissioner at the County; congratulated Holly on being elected to LAFCO; Holly to run August meeting; congratulated staff for work on audits; asked for report back to Budget & Admin Committee on charges in check register related to Fire Dept presentation and costs.*

### 19. Local Area Formation Commission (LAFCO)

### 20. Committee Reports

#### a. Budget & Administration

- *Audits, park nexus study, 2018-19 board member and staff reimbursement report.*

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

- *Temporary CC&R Variance; DOT.*

#### c. Fire & Emergency Services

- *No July meeting.*

#### d. Parks & Recreation

- *Review of Summer Spectacular ticket sales and other staff updates; re-naming of Hacienda Dog Park.*

#### e. Solar Energy Ad Hoc

- *No July Meeting.*

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## **ADJOURNMENT – 10:02pm**

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## Agenda Transmittal

**DATE:** August 21, 2019

**FROM:** Jill Ritzman, General Manager

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

**RECOMMENDED ACTION: RECEIVE AND FILE**

Looking back at my calendar, there was much interface with the County over the past 30 days. I attended the El Dorado County Parks and Recreation Commission meeting to introduce myself, and stayed for the meeting. Shortly after, Monique Scobey and I met with the District 2 and 4 representatives, Charlie Callahan and Julia McIver respectively, to discuss current and future park projects of common interest.

Monique and I met with County Supervisors, Shiva Frentzen and Lori Parlin, to share updates about the District and County; we've made these meetings routine to enhance communications. I met with County Planning staff to discuss the new development, Silver Springs. We also reviewed park projects, including the status of their review of T-Ball field at Christa McAuliffe Park, the proposed disc golf course at Cameron Park Lake/Bonanza Park, and the future Park Master Plan for Rasmussen Park. Lastly, I attended the El Dorado County Transportation Commission meeting regarding the Hwy 50 Management Study.

I also met with many residents and District supporters. Rosemary O'Camb, Monique Scobey, Mike Grassle, and I met to discuss a volunteer project to help with maintenance at Cameron Park Lake. Karen Guthrie and Beverly Campbell are finishing a book about the history of Cameron Park, and we are making plans for a possible reception and book signing prior to a Board of Directors meeting later this Fall. In late July, Ellie Wooten, Kate Magoolahan, and I met with neighbors regarding a CC&R issue.

Leadership El Dorado wrapped up workshops during the month of August, and the class's next assignment is to complete a community service project within the upcoming year. My time spent on this course was worthwhile. I have many new contacts in the county, and was able to make a couple of specific connections, which benefitted Cameron Park. Jere Copeland, labor representative, and I met about the newly released Employee Handbook.



## **Agenda Transmittal**

**DATE:** August 21, 2019

**FROM:** Vicky Neibauer, Finance and Human Resources Officer

**AGENDA ITEM #5B:** ADMINISTRATION AND FINANCE DEPARTMENT REPORT

**RECOMMENDED ACTION:** RECEIVE AND FILE

### **Human Resources**

- Job descriptions for all current District positions are under review by the labor union before presentation to the Board later this fall. This effort will conclude the District's effort to address policies related to District employees.
- As Summer activities wind down, seasonal staffing are decreasing. Staff is closing their personnel files including Payroll system deactivation.
- Staff attended a CalPERS seminar about health care benefit rules and changes.

### **Budget/Finance**

- Staff presented the FY 2019-20 Final Budget to the Budget and Administration Committee and the public. The Committee supported the Final Budget and forwarded to the Board of Directors for consideration.
- The FY 2019-20 Final Budget will be presented to the Board of Directors and the public at the August 21<sup>st</sup> meeting. The Final Budget contains adjustments given Board direction and adjustments for known budget changes between the Preliminary and Final Budgets.
- Preparation for Fiscal Year 2018-19 closing is beginning. After the closing process is complete, the District's 2018-19 Year-end actuals will be completed and the audit will be scheduled. Board will be presented the Year-End Actuals, FY 2018-19 after closing is completed.

- Staff completed setting of the General Obligation Bond Tax Rate and Weed Abatement Lien process in August. The General Obligation Bond Tax Rate Resolution will be presented to the Board for approval at the August 21<sup>st</sup> meeting.
- Staff completed a Summer Spectacular revenue and cost report. This report will be presented to the Board at the August 21<sup>st</sup> meeting.
- Staff applied for the CSDA Transparency Certificate, and it was immediately awarded. Formal presentation by CSDA representative will take place next month.
- Staff is making preparations for the LLAD Ad Hoc Committee.

Attachments:

Check Register for the Month of July

Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 6/27/2019 Through 7/31/2019

Vendor Name	Check Amount	Description	Check Number	Check Date
	<u>61,379.69</u>	Payroll 06-28-19 Summer	Payroll 06-28-19	6/28/2019
	61,379.69		Total Payroll 06-2...	
	<u>59,887.08</u>	Payroll 07-12-19 Summer	Payroll 07-12-19	7/12/2019
	59,887.08		Total Payroll 07-1...	
	<u>61,124.04</u>	Payroll 07/26/19 Summer	Payroll 07/26/19	7/26/2019
	61,124.04		Total Payroll 07/2...	
Aba Daba Rents	<u>1,974.04</u>	Sum Spect rentals, chairs, tents, umbrellas 06/29/19	30727	7/18/2019
	1,974.04		Total 30727	
Acer Landscape Materials, Inc	<u>319.94</u>	Rasm Park DC Granite 06/13/19	30684	7/11/2019
	319.94		Total 30684	
Acer Landscape Materials, Inc	<u>454.00</u>	FD89 Bark & delivery	30728	7/18/2019
	454.00		Total 30728	
Acer Landscape Materials, Inc	<u>282.40</u>	FD89 Bark & Delivery 07/18/19	30765	7/25/2019
	282.40		Total 30765	
ADM Screening	<u>405.00</u>	Pre-emp testing Rec and 1 Parks	30603	6/27/2019
	405.00		Total 30603	
ADM Screening	<u>45.00</u>	Pre Emp testing 06/21/19 - Rec	30766	7/25/2019
	45.00		Total 30766	
Afforda-Test	<u>360.00</u>	Vapor Tank testing (with early pay discount)-\$21	30604	6/27/2019
	360.00		Total 30604	
Airespring Inc.	<u>564.57</u>	Internet Broadbands CSD/Lake June 2019	30685	7/11/2019
	564.57		Total 30685	
Airgas National Carbonation	<u>262.33</u>	C02 Lagoon 06/14/19	30605	6/27/2019
Airgas National Carbonation	<u>198.41</u>	C02 Pool 06/14/19		6/27/2019
	460.74		Total 30605	

Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 6/27/2019 Through 7/31/2019

Vendor Name	Check Amount	Description	Check Number	Check Date
Airgas National Carbonation	264.74	Co2 - Lagoon 06/21/19	30633	7/3/2019
Airgas National Carbonation	168.21	Co2 - Pool 06/21/19		7/3/2019
	432.95		Total 30633	
Airgas National Carbonation	260.95	CO2 tank rental - Lagoon June 2019	30686	7/11/2019
Airgas National Carbonation	326.30	CO2 - Lagoon 06/28/19		7/11/2019
Airgas National Carbonation	185.37	CO2 - Pool 6/28/19		7/11/2019
	772.62		Total 30686	
Airgas National Carbonation	237.11	CO2 Lagoon 07/03/19	30730	7/18/2019
Airgas National Carbonation	182.63	CO2 Pool 07/03/19		7/18/2019
	419.74		Total 30730	
Airgas National Carbonation	201.84	CO2 Pool 07/12/19	30767	7/25/2019
Airgas National Carbonation	355.43	CO2 Lagoon 07/12/19		7/25/2019
	557.27		Total 30767	
Alhambra	102.64	Water delv 06/17 & 06/30 & cooler rental	30687	7/11/2019
	102.64		Total 30687	
Alison S. Lloyd	468.00	Inst. Ballets June 2019	30663	7/3/2019
	468.00		Total 30663	
Alyssa Kimball	30.55	Mileage - reimb	30657	7/3/2019
Alyssa Kimball	11.80	SS contest prizes - Reimb		7/3/2019
	42.35		Total 30657	
Andrew Webb	454.35	Inst. All tennis 05/25-06/30/19	30681	7/3/2019
	454.35		Total 30681	
Arnolds for Awards, Inc.	50.94	FD tags (3/27/19) FY 19/20	30688	7/11/2019
	50.94		Total 30688	
Arnolds for Awards, Inc.	92.02	Neibauer, Grassle, Moranz, Gaines nameplates BOD mtgs	30731	7/18/2019
Arnolds for Awards, Inc.	14.96	Aiston name plate BOD		7/18/2019
	106.98		Total 30731	
Around Here Magazine	328.50	Fall Advertising , Rec. 2019	30770	7/25/2019
	328.50		Total 30770	



Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 6/27/2019 Through 7/31/2019

Vendor Name	Check Amount	Description	Check Number	Check Date
AT&T Calnet 3	343.66	Phones 05/24-06/23/19 BAN 9391035823	30606	6/27/2019
	343.66		Total 30606	
AT&T Calnet 3	151.80	FD Phone lines 05/24-06/23/19 (fy19/20)	30689	7/11/2019
	151.80		Total 30689	
AT&T Calnet 3	20.63	Rasm Park, phone line 06/10-07/09/19	30732	7/18/2019
	20.63		Total 30732	
AT&T Calnet 3	20.65	FD89 fax line	30771	7/25/2019
	20.65		Total 30771	
Autumn Rowland	165.00	Nasa camp cancelled - refund	30810	7/25/2019
	165.00		Total 30810	
Barbara Barisone	300.00	Inst. Water Aerobics - June 2019	30607	6/27/2019
	300.00		Total 30607	
Bettina S. Helm	60.00	Cell Allowance - July 2019	30653	7/3/2019
	60.00		Total 30653	
Blain Stumpf Trucking	985.32	Sum Spect Temp Fencing 06/26/19	30721	7/11/2019
	985.32		Total 30721	
Branden Austin	160.00	Res ff shifts 06/14,21,24,26	30733	7/18/2019
	160.00		Total 30733	
Brian Agee	240.00	Res ff shifts 06/16,21,23,25,26,29	30729	7/18/2019
	240.00		Total 30729	
Buckeye Union School District	2,334.50	SS Shuttles & Kids Kamp Busing June 2019	30772	7/25/2019
	2,334.50		Total 30772	
California Public Employee's Retirement System	17,217.30	July 2019 CalPERS Health Payment	1001341149	7/3/2019

Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 6/27/2019 Through 7/31/2019

Vendor Name	Check Amount	Description	Check Number	Check Date
	17,217.30		Total 1001341149	
California Public Employee's Retirement System	1,043.95	PPE 06/22/19 CalPERS Retirement - Classic	1001347730	6/28/2019
	1,043.95		Total 1001347730	
California Public Employee's Retirement System	2,897.19	PPE 06/22/19 CalPERS Retirement - Pepra	1001347732	6/28/2019
	2,897.19		Total 1001347732	
California Public Employee's Retirement System	1,105.84	PPE 07/06/19 CalPERS Retirement Classic	1001359736	7/12/2019
	1,105.84		Total 1001359736	
California Public Employee's Retirement System	3,047.58	PPE 07/06/19 CalPERS Retirement Pepra	1001359738	7/12/2019
	3,047.58		Total 1001359738	
California Public Employee's Retirement System	1,156.00	FY19/20 CalPERS unfunded liability Pepra 26978	1001359750	7/18/2019
	1,156.00		Total 1001359750	
California Public Employee's Retirement System	66,655.00	FY19/20 CalPERS unfunded liability Classic 1429	1001359766	7/18/2019
	66,655.00		Total 1001359766	
California Public Employee's Retirement System	94,949.00	FY19/20 CalPERS unfunded liability Classic 1428	1001359771	7/18/2019
	94,949.00		Total 1001359771	
California Public Employee's Retirement System	1,136.54	PPE 7/20/19 CalPERS Retirement - Classic	1001369352	7/29/2019
	1,136.54		Total 1001369352	
California Public Employee's Retirement System	3,092.34	PPE 07/26/19 CalPERS Retirement - Pepra	1001369354	7/29/2019
	3,092.34		Total 1001369354	
CalPERS 457 Plan	200.00	PPE 06/22/19 CalPERS 457 Plan	1001352212	7/1/2019
	200.00		Total 1001352212	
CalPERS 457 Plan	200.00	PPE 07/06/19 CalPERS 457 Plan	1001359733	7/12/2019
	200.00		Total 1001359733	

**Cameron Park Community Services District**  
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From 6/27/2019 Through 7/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
CalPERS 457 Plan	200.00	PPE 07/20/19 CalPERS 457 Plan	1001368994	7/29/2019
	200.00		Total 1001368994	
Cap City Sports Academy LLC	882.40	Inst. Sports Camps	30635	7/3/2019
	882.40		Total 30635	
Cap City Sports Academy LLC	519.60	Skyhawk Camps July - Inst.	30691	7/11/2019
	519.60		Total 30691	
Capital Private Patrol	644.80	Patrol Srvcs - Csd July 2019	30636	7/3/2019
Capital Private Patrol	953.26	Patrol Srvcs - Parks July 2019		7/3/2019
	1,598.06		Total 30636	
Capital Private Patrol	644.80	CC Patrol/Security Srvcs August 2019	30773	7/25/2019
Capital Private Patrol	859.66	Parks Patrol/Security Srvcs August 2019		7/25/2019
	1,504.46		Total 30773	
Capitol Barricade, Inc.	466.54	SS Barricade rentals 06/29	30637	7/3/2019
	466.54		Total 30637	
Capitol Clutch & Brake, Inc.	221.34	FD E89 Parts & Credit Memo used 06/21/19	30638	7/3/2019
	221.34		Total 30638	
Carbon Copy, Inc.	150.27	Copy Count 06/01-06/30/19 Rec, CC&R, Admin	30608	6/27/2019
	150.27		Total 30608	
Carbon Copy, Inc.	8.42	FD88 Copies June 2019	30639	7/3/2019
Carbon Copy, Inc.	58.35	FD89 Copies June 2019		7/3/2019
	66.77		Total 30639	
Carbon Copy, Inc.	156.50	Copier Count 07/01-07/31/19 Rec/Admin/CCR	30774	7/25/2019
	156.50		Total 30774	
CardConnect	50.00	Bolt CC Devices June 2019	30640	7/3/2019
	50.00		Total 30640	
Cash	2,500.00	Cash withdrawal for SS change at gates	30609	6/27/2019

**Cameron Park Community Services District**  
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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	2,500.00		Total 30609	
Celestine Carey	30.15	Senior project supplies - reimb	30641	7/3/2019
	30.15		Total 30641	
Churchill's Hardware, Inc.	15.61	FD Hardware/Misc June 2019	30643	7/3/2019
	15.61		Total 30643	
Churchill's Hardware, Inc.	526.21	Parks/Lake/CSD Hardware/Supplies June 2019	30644	7/3/2019
	526.21		Total 30644	
Cintas Corporation #622	274.74	CC Janitorial Supplies 06/20/19	30611	6/27/2019
	274.74		Total 30611	
Cintas Corporation #622	233.89	CC Janitorial Supplies 06/27/19	30692	7/11/2019
Cintas Corporation #622	282.08	CC Janitorial Supplies 07/03/19		7/11/2019
Cintas Corporation #622	275.43	CC Janitorial Supplies 05/23/19		7/11/2019
Cintas Corporation #622	237.26	CC Janitorial Supplies 05/30/19		7/11/2019
	1,028.66		Total 30692	
Cintas Corporation #622	308.29	Janitorial Supplies - CSD 07/11/19	30734	7/18/2019
	308.29		Total 30734	
Cintas Corporation #622	286.92	CC Janitorial Supplies 07/18/19	30777	7/25/2019
Cintas Corporation #622	247.40	CC Janitorial Supplies 07/25/19		7/25/2019
	534.32		Total 30777	
Cold Control Refrigeration, Inc	1,148.70	FD89 Fridge repair (emerg. expense FY18/19)	30645	7/3/2019
	1,148.70		Total 30645	
Cold Control Refrigeration, Inc	140.00	FD89 freezer repair 7/2/19	30693	7/11/2019
	140.00		Total 30693	
Comcast	153.08	FD89 Internet 07/11-08/10/19	30736	7/18/2019
	153.08		Total 30736	
Conforti Plumbing, Inc	177.00	Christa Park Women's BR repair 07/18/19	30778	7/25/2019
Conforti Plumbing, Inc	167.00	Rasm Park Men's BR repair 07/18/19		7/25/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	344.00		Total 30778	
CoreLogic Solutions LLC	<u>165.00</u>	CC&R Map software June 2019	30694	7/11/2019
	165.00		Total 30694	
CPRS District II	<u>96.00</u>	Parks Rodeo Registration 2019	30779	7/25/2019
	96.00		Total 30779	
Craig Shuler	<u>60.00</u>	Cell Allowance - July 2019	30674	7/3/2019
	60.00		Total 30674	
D & K Auto Glass	<u>194.04</u>	Parks truck door window replacement 04/24/19	30614	6/27/2019
	194.04		Total 30614	
Dawn Avalon	<u>132.00</u>	Inst. Tai Chi Health June 2019	30634	7/3/2019
	132.00		Total 30634	
De Lage Landen Financial Services, Inc.	<u>91.97</u>	FD88 Copier Lease 06/15-07/14/19 FY19/20	30695	7/11/2019
	91.97		Total 30695	
De Lage Landen Financial Services, Inc.	<u>176.96</u>	FD89 Copier Lease July 2019	30696	7/11/2019
	176.96		Total 30696	
Delta Dental of California	<u>1,113.21</u>	Dental Benefits - July 2019	30647	7/3/2019
	1,113.21		Total 30647	
Department of Industrial Relations	<u>146.25</u>	Pool Slide re-inspection/permit P00819	30615	6/27/2019
	146.25		Total 30615	
Department of Industrial Relations	<u>650.00</u>	OSHA penalty Pymt #1 for 8/1/19	30697	7/11/2019
	650.00		Total 30697	
Department of Justice	<u>224.00</u>	DOJ Pre-emp checks June 2019	30698	7/11/2019
	224.00		Total 30698	
DSA Technologies, Inc	3,681.84	Cisco Hardware - CSD	30648	7/3/2019
DSA Technologies, Inc	1,485.00	Datto Hardware FD89		7/3/2019
DSA Technologies, Inc	<u>1,649.00</u>	Monthly IT Maint July 2019		7/3/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	6,815.84		Total 30648	
EDC Emergency Services Authority	5,417.23	FY 18/19 4th Qtr Dispatch (April-June 2019)	30650	7/3/2019
	5,417.23		Total 30650	
EDC Fire Chiefs Association	50.00	S. Moranz Membership Dues FY 19/20	30780	7/25/2019
	50.00		Total 30780	
El Dorado County Air Quality Mgmt Dist.	1,637.83	FD Permits # 02-1537 & 13-1615 FAC ID FA0005416 FY19/20	30649	7/3/2019
	1,637.83		Total 30649	
El Dorado County Auditor-Controller	4,268.20	LAFCO FY 19/20	30699	7/11/2019
	4,268.20		Total 30699	
El Dorado County Sheriff's Office	34.00	Fingerprinting Svcs Dec 2018 (office behind in billing)	30700	7/11/2019
El Dorado County Sheriff's Office	85.00	Fingerprinting Svcs Jan 2019 (office behind in billing)		7/11/2019
	119.00		Total 30700	
El Dorado County Sheriff's Office	34.00	Fingerprinting Svcs 02/01 & 02/25/19 (office behind billing)	30781	7/25/2019
El Dorado County Sheriff's Office	17.00	Fingerprinting Svcs April 2019 (office behind billing)		7/25/2019
El Dorado County Sheriff's Office	187.00	Fingerprinting Svcs May 2019 (office behind billing)		7/25/2019
	238.00		Total 30781	
El Dorado Irrigation District	563.00	CamVal Park Wtr/Landscp 05/17-07/15/19	30782	7/25/2019
	563.00		Total 30782	
El Dorado Irrigation District	263.95	EPark Water 05/16-07/12/19	30783	7/25/2019
	263.95		Total 30783	
El Dorado Irrigation District	275.39	EPark Water 05/17-07/15/19	30784	7/25/2019
	275.39		Total 30784	
El Dorado Irrigation District	68.11	EPark Wtr/Landscape 05/17-07/15/19	30785	7/25/2019

Cameron Park Community Services District  
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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	68.11		Total 30785	
El Dorado Irrigation District	<u>227.76</u>	NView Water 05/17-07/15/19	30786	7/25/2019
	227.76		Total 30786	
Ellamae J. Wooten	<u>400.00</u>	Director's Comp. Mtgs 06/24, 26 & 07/01, 17	30764	7/18/2019
	400.00		Total 30764	
Emily Smith	<u>165.00</u>	Nasa camp cancelled - refund	30812	7/25/2019
	165.00		Total 30812	
Eric William Blodgett Aiston	<u>300.00</u>	Dir Comp for mtgs 06/26, 07/02, 17 2019	30768	7/25/2019
	300.00		Total 30768	
Esperanza Lucas	<u>61.00</u>	Swim class cancel - refund	30710	7/11/2019
	61.00		Total 30710	
Ewing Irrigation Products, Inc.	<u>856.93</u>	Irrig Supplies Parks & Eastwood	30701	7/11/2019
	856.93		Total 30701	
Extreme Towing	<u>85.00</u>	Parks- Ford F150 towing	30651	7/3/2019
	85.00		Total 30651	
Felicity Wood Carlson	<u>300.00</u>	Dir Comp for mtgs 06/24, 26 & 07/01/19	30775	7/25/2019
	300.00		Total 30775	
Foothill Tree Service	3,000.00	Weed Abatement srvc APN 083-453-010 06/03/19 (FY 18/19)	30740	7/18/2019
Foothill Tree Service	3,000.00	Weed abatement srvc APN 083-453-011 05/31/19 (FY18/19)		7/18/2019
	<u>6,000.00</u>		Total 30740	
Genevieve Andrews	<u>165.00</u>	Nasa camp cancelled - refund	30769	7/25/2019
	165.00		Total 30769	
Gold Country Equipment Center	<u>91.32</u>	Parks equipment parts 07/11/19	30741	7/18/2019
	91.32		Total 30741	

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Gold Country Equipment Center	65.36	Chainsaw sharpening 07/24/19	30788	7/25/2019
	65.36		Total 30788	
Gold Country Hardware	14.99	Parks, screen materials 07/02/19	30742	7/18/2019
	14.99		Total 30742	
Guadalupe Castellanos	300.00	Full Hall rental 05/25 - Deposit refund	30610	6/27/2019
	300.00		Total 30610	
Hangtown Fire Control, Inc.	243.29	CSD - Fire hydrant inspection/maint 06/21/19	30617	6/27/2019
Hangtown Fire Control, Inc.	311.01	Lake - Fire hydrant inspection/maint 06/21/19		6/27/2019
	554.30		Total 30617	
HealthSmart Benefit Solutions, Inc.	0.00	Vision Benefits - July 2019 (pp) w/o JC	30618	6/27/2019
	0.00		Total 30618	
Heidi Yancey	310.20	Inst. Art is good June 2019	30682	7/3/2019
	310.20		Total 30682	
Highlander Termite & Pest Control	75.00	Pest Control CSD June 2019	30654	7/3/2019
	75.00		Total 30654	
Highlander Termite & Pest Control	75.00	CC Pest Control 7/18/19 Cust# 941	30789	7/25/2019
	75.00		Total 30789	
Hillyard, Inc.	748.15	Lake- Janitorial Supplies 07/12/19	30790	7/25/2019
	748.15		Total 30790	
Holly Morrison	400.00	Director's Comp. Mtgs 06/24,26 & 07/01,17	30750	7/18/2019
	400.00		Total 30750	
Home Depot Credit Services	692.77	Lake/Parks Supplies & Dock repair 06/17-06/24/19	30704	7/11/2019
	692.77		Total 30704	



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Vendor Name	Check Amount	Description	Check Number	Check Date
Hunt & Sons	1,806.07	Fuel 06/21/19	30655	7/3/2019
Hunt & Sons	1,317.09	Fuel 06/28/19		7/3/2019
Hunt & Sons	21.72	Fuel Filters - FD		7/3/2019
	3,144.88		Total 30655	
Hunt & Sons	1,263.78	Fuel 07/05/19	30705	7/11/2019
	1,263.78		Total 30705	
Hunt & Sons	1,070.89	Fuel 07/12/19	30743	7/18/2019
	1,070.89		Total 30743	
Ingrid Clark	124.00	BB Camp cancellation - refund	30612	6/27/2019
	124.00		Total 30612	
International Code Council, Inc.	135.00	FD Smith Govt Membership July 2019	30744	7/18/2019
	135.00		Total 30744	
J&C Automotive	3,013.54	Parks Ford F150 2008 Repair	30706	7/11/2019
	3,013.54		Total 30706	
J&S Asphalt	600.00	Pickleball Court Addt'l Striping	30656	7/3/2019
J&S Asphalt	1,800.00	Pickleball Court Striping		7/3/2019
	2,400.00		Total 30656	
Jason Zeller	300.00	East Hall rental 06/28 - Deposit refund	30683	7/3/2019
	300.00		Total 30683	
Jennifer O'Neill	8.45	Ipad adapter concess stand - reimb	30667	7/3/2019
	8.45		Total 30667	
Jill Ritzman	100.00	Cell Allowance - July 2019	30670	7/3/2019
	100.00		Total 30670	
Jill Ritzman	36.93	Staff mtg - reimb	30715	7/11/2019
	36.93		Total 30715	
Johnson Controls	476.20	Training on AC system April 2019	30745	7/18/2019
	476.20		Total 30745	

Cameron Park Community Services District  
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Vendor Name	Check Amount	Description	Check Number	Check Date
Joni Rice	35.00	Cuban Cooking Class Cancelled - refund	30808	7/25/2019
	35.00		Total 30808	
Joshua C. Marks	1,025.00	Janitorial Srvc 06/19-06/28/19	30623	6/27/2019
Joshua C. Marks	1,025.00	Janitorial Srvc 06/05-06/14/19		6/27/2019
	2,050.00		Total 30623	
Joshua C. Marks	150.00	Janitorial bathrooms SS	30664	7/3/2019
	150.00		Total 30664	
Joshua C. Marks	1,025.00	Janitor Srvc / restrooms Parks & CSD 07/03,10,05,12	30749	7/18/2019
	1,025.00		Total 30749	
Joshua Morton	120.00	Res ff shifts 05/04, 11, 25	30751	7/18/2019
Joshua Morton	80.00	Res ff shifts 06/08, 15		7/18/2019
	200.00		Total 30751	
JS West Propane Gas	838.50	Propane, CC 07/11/19	30791	7/25/2019
	838.50		Total 30791	
Julie Lopez	47.00	Art class cancelled - Refund	30709	7/11/2019
	47.00		Total 30709	
Kelly Charles	40.00	Kidz Kamp 1 day cancel - refund	30776	7/25/2019
Kelly Charles	165.00	Nasa camp cancelled - refund		7/25/2019
	205.00		Total 30776	
Kevin Mooney	200.00	T&T Band August 2019	30795	7/25/2019
	200.00		Total 30795	
Larry McBride	600.00	In Lieu - Retired Med benefits - July 2019	30665	7/3/2019
	600.00		Total 30665	
Laura Sanders-Ito	21.92	Mileage Reimb - June 2019	30717	7/11/2019
	21.92		Total 30717	
Life-Assist, Inc.	116.28	LG icepacks	30707	7/11/2019
	116.28		Total 30707	

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Lincoln Aquatics	<u>513.83</u>	Muriatic Acid - Pool 06/14/19	30619	6/27/2019
	513.83		Total 30619	
Lincoln Aquatics	<u>48.95</u>	Poly tubing - Lagoon 06/17/19	30620	6/27/2019
	48.95		Total 30620	
Lincoln Aquatics	<u>822.66</u>	Chlorine - Pool 06/17/19	30621	6/27/2019
	822.66		Total 30621	
Lincoln Aquatics	<u>1,477.02</u>	Chlorine - Lagoon 06/17/19	30622	6/27/2019
	1,477.02		Total 30622	
Lincoln Aquatics	<u>692.10</u>	Chlorine - Lagoon 06/10/19	30659	7/3/2019
	692.10		Total 30659	
Lincoln Aquatics	<u>691.89</u>	Chlorine - Pool 06/18/19	30660	7/3/2019
	691.89		Total 30660	
Lincoln Aquatics	<u>2,497.42</u>	Chlorine - Lagoon 06/03/19	30661	7/3/2019
	2,497.42		Total 30661	
Lincoln Aquatics	<u>1,345.77</u>	Chlorine - Pool 06/04/19	30662	7/3/2019
	1,345.77		Total 30662	
Lincoln Aquatics	<u>353.72</u>	Valves for Pool 06/17/19	30708	7/11/2019
	353.72		Total 30708	
Lincoln Aquatics	<u>247.26</u>	Chlorine Pool 06/21/19	30746	7/18/2019
	247.26		Total 30746	
Lincoln Aquatics	<u>1,215.09</u>	Chlorine, Lagoon 06/21/19	30747	7/18/2019
	1,215.09		Total 30747	
Lincoln Aquatics	<u>1,084.30</u>	Chlorine Lagoon 06/26/19	30793	7/25/2019
	1,084.30		Total 30793	
Lincoln Aquatics	<u>456.51</u>	Chlorine Pool 06/26/19	30794	7/25/2019
	456.51		Total 30794	
Linda Robinson	<u>43.00</u>	Cooking class cancelled - refund	30756	7/18/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	43.00		Total 30756	
Lucille Colquhoun	267.22	KidzKamp Staff tshirts	30613	6/27/2019
	267.22		Total 30613	
Mad Science of Sacramento Valley	1,081.92	Slime life camp July 2019	30748	7/18/2019
	1,081.92		Total 30748	
Mason Visconti	65.00	Tennis class cancel - refund	30680	7/3/2019
	65.00		Total 30680	
Mason Visconti	145.00	UK Soccer Cancelled - refund	30816	7/25/2019
	145.00		Total 30816	
Michael Grassle	48.00	Parking Reimb CSDA conf 06/20	30616	6/27/2019
	48.00		Total 30616	
Michael Grassle	100.00	Cell Allowance - July 2019	30652	7/3/2019
	100.00		Total 30652	
Michael Grassle	161.24	Mileage Reimb - June 2019	30703	7/11/2019
	161.24		Total 30703	
Milauni Nagar	91.10	Inst. Auth. Yoga May 2019	30666	7/3/2019
	91.10		Total 30666	
Monica DaCosta	792.00	Inst. Spanish May 2019	30646	7/3/2019
	792.00		Total 30646	
Mountain Democrat	47.25	Pub Notice 07/05/19 Park Fee Nexus study	30752	7/18/2019
	47.25		Total 30752	
Mountain Democrat	33.75	Pub Notice CC&R Com Rep 07/19/19	30796	7/25/2019
	33.75		Total 30796	
Mountain F. Enterprises	40.00	Soc Rm rental 06/18 - Deposit refund	30797	7/25/2019
	40.00		Total 30797	
Mya Cole-Lanier	145.00	Soccer Camp cancelled - refund	30735	7/18/2019

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Vendor Name	Check Amount	Description	Check Number	Check Date
	145.00		Total 30735	
Myung Chong	483.00	Inst. Mod Zumba June 2019	30642	7/3/2019
	483.00		Total 30642	
Pathian Administrators	150.21	Vision Benefits - July 2019 (new Vendor) err on JC for July	30632	6/28/2019
	150.21		Total 30632	
Paul Reed	7,300.00	Weed Abatement srvcs APN 083-350-003 05/22/19 (FY 18/19)	30754	7/18/2019
	7,300.00		Total 30754	
Paul Reeder	200.00	ARC Review - refund n/s garage add	30805	7/25/2019
	200.00		Total 30805	
Paychex	367.80	Paychex Payroll Fees for 06-28-19	2019062501	6/28/2019
	367.80		Total 2019062501	
Paychex	394.80	Paychex Payroll Fees for 07/12/19	2019071001	7/12/2019
	394.80		Total 2019071001	
Paychex	376.80	Paychex Payroll Fees for 07-26-19	2019072301	7/26/2019
	376.80		Total 2019072301	
Paychex	448.31	Paychex Fees HR July 2019	20225497	7/12/2019
Paychex	595.58	Paychex Fees Stratustime June 2019		7/12/2019
	1,043.89		Total 20225497	
PG&E	9.86	Elec. Baron Ct. 05/20-06/18/19	30624	6/27/2019
	9.86		Total 30624	
PG&E	7,918.09	Elec CSD 05/21-06/19/19	30625	6/27/2019
	7,918.09		Total 30625	
PG&E	2,794.84	Elec FD's, lamps & Carousel 05/28-06/25/19	30668	7/3/2019

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Vendor Name	Check Amount	Description	Check Number	Check Date
	2,794.84		Total 30668	
PG&E	11,217.21	Elec LLAD's & part Parks 05/29-06/26/19	30711	7/11/2019
	11,217.21		Total 30711	
PG&E	9,458.32	Elec Parks & Lagoon 05/28-06/25/19	30712	7/11/2019
	9,458.32		Total 30712	
PG&E	9.85	Baron Ct. Elec 06/19-07/18/19	30798	7/25/2019
	9.85		Total 30798	
PG&E	115.20	Elec 06/18-07/17/19 Parks lights	30799	7/25/2019
	115.20		Total 30799	
PG&E	158.39	Elec 06/18-07/17/19 Parks lights	30800	7/25/2019
	158.39		Total 30800	
PG&E	7,640.99	Elec. 06/20-07/21/19 CSD	30801	7/25/2019
	7,640.99		Total 30801	
Prentice, Long & Epperson	720.00	Legal Srvc's - Brd Mtg 06/19/19	30713	7/11/2019
	720.00		Total 30713	
ProPet Distributors, Inc.	317.00	Parks - dogi bags	30753	7/18/2019
	317.00		Total 30753	
Prospector Soccer	1,800.00	Fall 2018 Field Deposit - Refund (old Rec Trac)	30802	7/25/2019
	1,800.00		Total 30802	
Public Employee's Union Local 1	142.26	Union Dues for payroll 06/28/19	30626	6/27/2019
	142.26		Total 30626	
Public Employee's Union Local 1	147.85	Union Dues for payroll 07-12-19	30714	7/11/2019
	147.85		Total 30714	

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 6/27/2019 Through 7/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Public Employee's Union Local 1	147.08	Union Dues for payroll 07/26/19	30803	7/25/2019
	147.08		Total 30803	
Purchase Power	282.79	Postage Meter ink sale & cleaning kit	30627	6/27/2019
	282.79		Total 30627	
Purchase Power	280.30	Postage refill 6/21 & Meter Rental Aug-Oct	30804	7/25/2019
	280.30		Total 30804	
R.J. Ricciardi, Inc CPA's	4,230.00	Accounting Audit FY 18/19	30669	7/3/2019
	4,230.00		Total 30669	
Rene Rodriguez	600.00	Full Hall rental 06/22 - Deposit refund	30671	7/3/2019
	600.00		Total 30671	
Rescue Training Institute, Inc.	77.00	Inst - CABS course x2 7/9/19	30806	7/25/2019
	77.00		Total 30806	
Reyes Coca-Cola Bottling, LLC	178.51	Concession Stand Soda, etc. 06/05/19	30807	7/25/2019
	178.51		Total 30807	
Richard A. Kowaleski	67.20	Inst. Dance June 2019	30658	7/3/2019
	67.20		Total 30658	
Riebes Auto Parts	14.83	FD fuel filter	30755	7/18/2019
	14.83		Total 30755	
Riebes Auto Parts	147.85	Golf Cart Battery 07/16/19	30809	7/25/2019
Riebes Auto Parts	51.06	Heavyweight bags - Parks 07/22/19		7/25/2019
Riebes Auto Parts	11.25	Oil Container - Parks 07/22/19		7/25/2019
Riebes Auto Parts	17.24	Oil Filters - Parks 07/22/19		7/25/2019
Riebes Auto Parts	65.18	Parks- machine oil & towels 07/17/19		7/25/2019
Riebes Auto Parts	598.53	Batteries for Floor Cln machine 07/16 & 3 CM's deductions		7/25/2019
	891.11		Total 30809	

Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 6/27/2019 Through 7/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Riverview International Trucks, Inc.	438.41	E389 Parts (FY 19/20)	30716	7/11/2019
	438.41		Total 30716	
Rosalie M. Stearns	438.00	Inst. All Hula May & June 2019	30676	7/3/2019
	438.00		Total 30676	
Rosemarie Kelliher	280.80	Inst. Intro to sewing July 2019	30792	7/25/2019
	280.80		Total 30792	
Sam's Club Direct	435.24	Concessions 05/28-06/18/19	30672	7/3/2019
	435.24		Total 30672	
SDRMA	100,421.72	Property Liability Ins. FY 19/20	30673	7/3/2019
	100,421.72		Total 30673	
SDRMA	150.00	Sum Spect Addt'l insured certs	30718	7/11/2019
	150.00		Total 30718	
Shawn Rogan	200.00	Res ff shifts 06/07,15,20,25,27	30757	7/18/2019
	200.00		Total 30757	
Shred City LLC	20.60	Document shredding	30759	7/18/2019
	20.60		Total 30759	
Sierra Ice and Cold Storage	119.72	Concess stand snow cone supplies	30628	6/27/2019
	119.72		Total 30628	
Sierra Ice and Cold Storage	112.45	Concessions & Freezer rental 06/29/19	30675	7/3/2019
Sierra Ice and Cold Storage	250.59	Lake Concessions 06/28		7/3/2019
	363.04		Total 30675	
Sign Banner Print Express	871.41	Sum Spect. Hand fans June 2019	30719	7/11/2019
	871.41		Total 30719	
Sign Banner Print Express	20.91	Elec rm sign - CSD	30760	7/18/2019
	20.91		Total 30760	
Sign Banner Print Express	494.32	Banners & Signs SS 2019	30811	7/25/2019
	494.32		Total 30811	



**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 6/27/2019 Through 7/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
SiteOne Landscape Supply	34.90	Eastwood Irrig supplies(w pay disc -\$0.66)	30720	7/11/2019
	34.90		Total 30720	
Sterling B Forbes	2,604.00	Inst. - Forbes BB Camp July 2019	30787	7/25/2019
	2,604.00		Total 30787	
T&M Electric	1,800.00	Eastwood Park Tesco elec panel repair/replace 07/17/19	30761	7/18/2019
	1,800.00		Total 30761	
Tailored Tree, Inc.	1,600.00	Weed Abatement 3400 Sudbury Road June 2019 (FY 18/19)	30762	7/18/2019
	1,600.00		Total 30762	
Target Specialty Products	1,180.29	Grounds Materials - Parks/LLAD's 07/18/19	30813	7/25/2019
	1,180.29		Total 30813	
Taylor Doll	160.00	Res ff shifts 06/09,16,23,30	30738	7/18/2019
	160.00		Total 30738	
Taylor Wing	4,546.50	CalFIRE CCI radio box #2 06/12/19	30722	7/11/2019
Taylor Wing	4,546.50	CalFIRE CCI radio box 06/12/19		7/11/2019
	9,093.00		Total 30722	
Teresa Watson	30.00	Ind. EB Combo Pass refund	30631	6/27/2019
	30.00		Total 30631	
The Paint Spot, Inc.	69.43	Paint for SS @ Lake parking	30629	6/27/2019
	69.43		Total 30629	
Tina Lynn Goins	275.00	E News June & SS Poster/Flyers/Fans	30702	7/11/2019
Tina Lynn Goins	100.00	July 2019		7/11/2019
	375.00		Total 30702	
TPX Communications	891.59	Phones VOIP - CSD July 2019	30723	7/11/2019
	891.59		Total 30723	

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 6/27/2019 Through 7/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Trenton Dambly	160.00	Res ff shifts 06/07,12,19,28	30737	7/18/2019
	160.00		Total 30737	
Tricia Busalacchi	160.00	Jedi camp cancelled - refund	30690	7/11/2019
	160.00		Total 30690	
U.S. Bank	11,056.15	CalCard purchases 05/21/19-06/23/19	30677	7/3/2019
	11,056.15		Total 30677	
Umpqua Bank	5.07	Bank Maintenance Fee for June 2019	Maint Fee	7/22/2019
	5.07		Total Maint Fee	
Umpqua Bank	1,465.54	CC Merch Fees - Vantiv - June 2019	Merch Fees	7/9/2019
	1,465.54		Total Merch Fees	
Uptown Studios, Inc	50.00	Domain renewal for WWW Rec sales cameronparkweb.org	30630	6/27/2019
	50.00		Total 30630	
Uptown Studios, Inc	350.00	Web Maint - June 2019	30724	7/11/2019
	350.00		Total 30724	
Vanessa Faur	160.00	Res ff shifts 06/22,27,28,30	30739	7/18/2019
	160.00		Total 30739	
Vavrinek, Trine, Day & Co., LLP	4,805.00	Prof Srvcs CPA June 2019	30725	7/11/2019
	4,805.00		Total 30725	
Verizon Business	5.24	FD phone carrier access June 2019	30763	7/18/2019
	5.24		Total 30763	
Verizon Wireless	652.03	FD Wireless 05/16-06/15/19	30678	7/3/2019
	652.03		Total 30678	
Verizon Wireless	114.03	FD Wireless 05/16-06/15/19	30726	7/11/2019
	114.03		Total 30726	

Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 6/27/2019 Through 7/31/2019

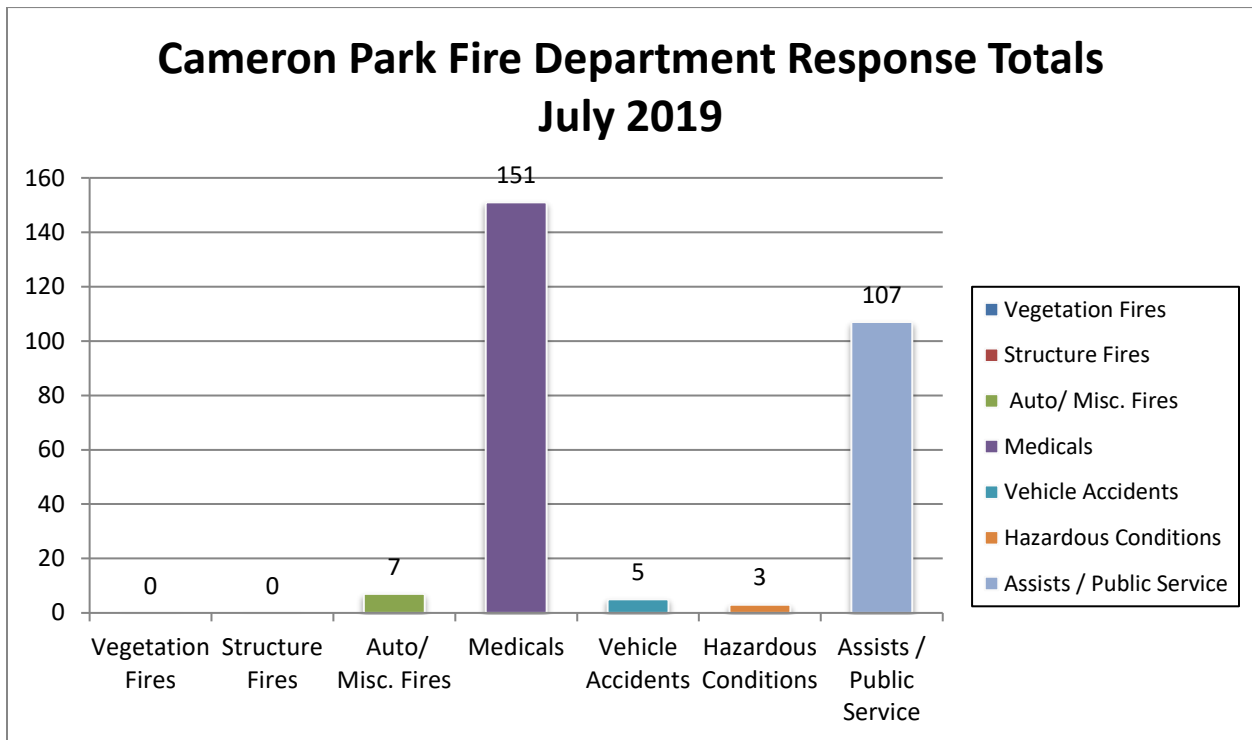
Vendor Name	Check Amount	Description	Check Number	Check Date
Verizon Wireless	558.69	Wireless Phones CC, Rec & Parks 06/11-07/10/19 (fy18/19)	30814	7/25/2019
	558.69		Total 30814	
Verizon Wireless	201.38	Ipads & Hs's Parks Dept. 06/11-07/10/19	30815	7/25/2019
	201.38		Total 30815	
Vermont Systems, Inc	5,058.00	RecTrac Software 07/01/19-06/30/20	30679	7/3/2019
	5,058.00		Total 30679	
Walker's Office Supplies, Inc.	176.91	Copy paper CSD, 5 cases	30817	7/25/2019
	176.91		Total 30817	
Zachary Schnetz	160.00	Res FF Shifts 06/05,10,17,24	30758	7/18/2019
	160.00		Total 30758	
Report Total	674,783.57			



# CAMERON PARK FIRE DEPARTMENT STAFF REPORT

**To:** Board of Directors  
**From:** Jed Gaines, Battalion Chief  
**Regarding Item #5C:** Fire Department Report for August 21, 2019 - Board Meeting  
**Recommended Action:** Receive and File

## Incidents for the Month of July 2019

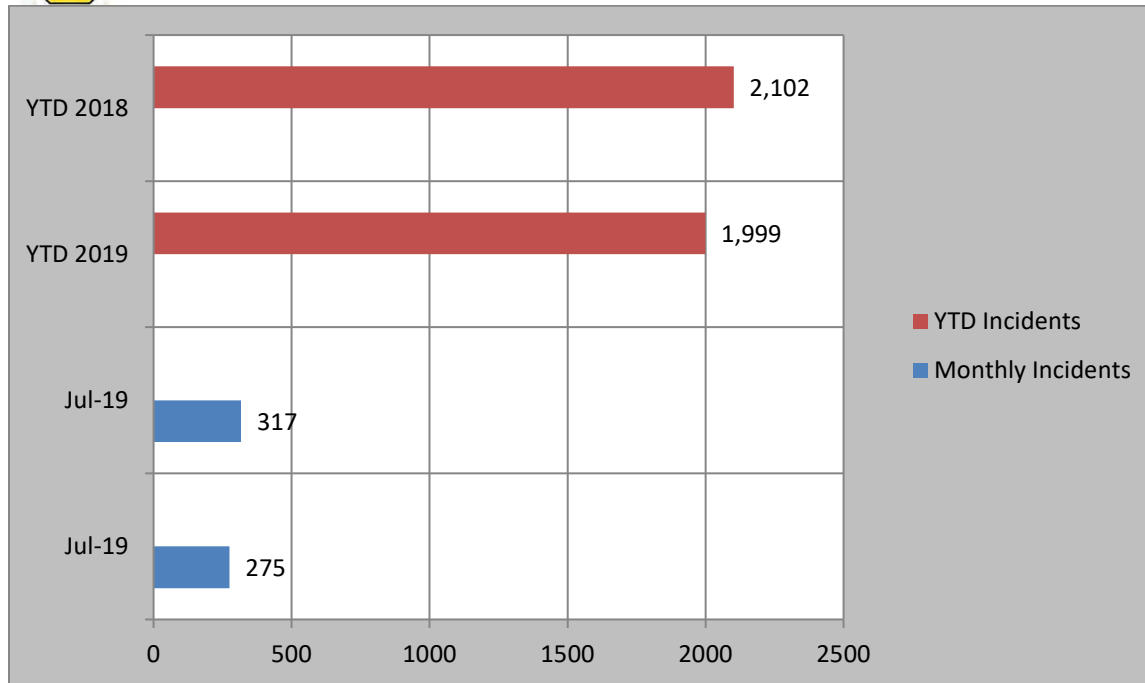


Incidents have decreased by 13% for the month of July compared to July of 2018.

Total incidents have decreased by 5% for the calendar year of 2019 compared to 2018.



# CAMERON PARK FIRE DEPARTMENT STAFF REPORT



## FIRE DEPARTMENT OPERATIONS AND ADMINISTRATION

### Significant Incidents

Fully Involved vehicle fire on East bond Highway 50 East of Cambridge.

### Fire Department update

We have hired a new Engineer Paramedic Trevor Spieth.

## FIRE PREVENTION WEED ABATEMENT SUMMARY

Continue to inspect vacant lots for abatement progress.

Received approximately 43 phone calls from local residents regarding Weed Abatement issues and improved lot inspections.

Completed approximately 25% of improved lot inspections.



# CAMERON PARK FIRE DEPARTMENT STAFF REPORT

Continue vacant lot inspections to determine properties to lien for the following year.

Prepared list of properties that we are sending letters to that have still not abated their properties.

Meeting with some of the residents of Cameron park who would like their property checked and help with making their property fire safe.

Explaining to residents that call in how the weed abatement program works. (We have gotten a lot of calls since summer spectacular.)

Inspecting some of the bigger 5, 10, and 20, acre lots here in Cameron Park, and working with the property owners on abating them.

Sent out around 55 letters to property owners notifying them that their property is not up to Cameron Park code and that they need to abate it.

Waiting for bids on a few properties for some of our residents from contractors.

Mary- Improved lot inspectors last day was July 11<sup>th</sup>.

Continuing to send out educational information to residents of Cameron Park.

Continue to help residents find vendors to help abate their properties (vacant and improved) lots.



## Agenda Transmittal

**DATE:** August 21, 2019

**FROM:** Tina Helm, Recreation Supervisor

**AGENDA ITEM #5D:** Recreation Department Report

**RECOMMENDED ACTION: RECEIVE AND FILE**

- Summer is winding down! Session 10 of Kidz Kamp began on July 29<sup>th</sup>. Staff has added one more week as some of the schools start August 7<sup>th</sup>, while others begin August 14<sup>th</sup>. Session 5 of swim lessons began July 29<sup>th</sup> as well. End of summer swim lessons are being offered the weeks of August 12<sup>th</sup> and August 19<sup>th</sup>.
- Lifeguard Palooza 2019: Cameron Park CSD sent two teams of lifeguards to the Annual NCAMA Lifeguard Palooza on Sunday, July 28<sup>th</sup>, which took place at the Elk Grove Aquatics Center. **The teams gave an amazing performance and came away with two awards!**
  - Cameron Park's very own Miles Tresser, a 2<sup>nd</sup> year guard, won 1<sup>st</sup> Place for the Submerged Victim Rescue! Tresser rescued a submerged dummy that was 13 feet deep and returned it to the surface in approximately 5 seconds. This great performance was almost a NCAMA record!
  - Cameron Park CSD furthered its stellar performance by placing 2<sup>nd</sup> in the Backboarding Competition! The team (composed of Bryson Reese - 5<sup>th</sup> year guard, Jordan Tirona - 1<sup>st</sup> year guard, Sadie Krieger - 1<sup>st</sup> year guard, and Lacy Clements - 2<sup>nd</sup> year guard) rescued a victim, backboarded, and moved the victim to safe ground in 26 seconds. The team work and communication impressed everyone watching!
  - The teams were strong contenders in every other event and just barely missed the podium. Everyone left excited and ready to come back for more next year!

- The other lifeguards who competed included: Kate Kiersey - 1<sup>st</sup> year guard, Alana Cardinalli - 2<sup>nd</sup> year guard, and Michael Chapman - 1<sup>st</sup> year guard.
- Staff continues to meet with the Senior Leadership Council. At the meeting in August, items discussed included the “Blast in the Past” event scheduled for Thursday, September 12<sup>th</sup>. The 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 served on Monday.
- Staff attended a Visions in Education Public Agency Lunch and Learn Support Workshop on July 25<sup>th</sup> in Sacramento where vendor information was discussed. The District will participate at a Visions in Education Vendor Fair in Placerville in September.
- Upcoming events include: Trucks & Tunes on August 7<sup>th</sup> with music by Colton Mountain, and the Pooch Plunge/Laps at the Lake on August 17<sup>th</sup>.
- Staff is working on the Fall Activity Guide to be released near the end of August.



*Cameron Park  
Community Services District*



## **Agenda Transmittal**

**DATE:** August 21, 2019

**FROM:** Michael Grassle, Parks and Facilities Superintendent

**AGENDA ITEM #5E:** Parks & Facilities Department Report

**RECOMMENDED ACTION:** RECEIVE AND FILE

### **General Information**

- The District worked to update the Environmental Health Reporting System; information had not been updated with the County or State in 3 years. This is a process that is required to be updated and reported every 2 years.
- The District learned that our fleet of vehicles is not smog exempt. Staff is working with the Bureau of Automotive Labor to smog all District vehicles.
- One of the District's Ford F-150 needed a new transmission. It was rebuilt on Wednesday July 3rd.
- Staff will begin applying summer fertilizer to all turf grass during the month of August.
- The District will have Safe Play by Design come out and perform an inspection audit on all of the District's playgrounds. This needs to be done every 2 years. Mike Merritt, who inspects the District's playgrounds on a bi-monthly basis, will be shadowing the company for the day to get some more insight on playground safety.

### **Cameron Park Lake**

Staff met with a District Board Member and a community member to discuss volunteer opportunities at the Lake. A flyer is being created to breakdown specific volunteer opportunities. More to come on this topic in the future.

## **Sports Fields**

- David West Park experienced electrical issues with the irrigation system. The new Wi-Fi based system notified the Superintendent via text message that specific areas were having issues. Staff diagnosed and repaired the issues.
- The District closed the skate park for a few days due to vandalism, fire danger, and outside ramps and rails being brought into the park. The skate park re-opened on Monday evening, August 12 after a positive meeting with skate park users, parents and community members. Skate Park rules, roles and responsibilities of the District and community were discussed. This meeting was supported by two officers from the Sheriff's Department.

## **Parks and LLADs**

- Staff utilized Growlersburg and rented a Bobcat to finish grading the fire break at Gateway Park. Staff also cut a road through the middle of the vegetation so a vehicle could access both sides of the park.
- Santillan Landscaping finished cutting the hedges along Meder Road.
- The electrical pedestal was damaged at Eastwood Park. T&M Electrical repaired the pedestal and secured it to the concrete footing. Eastwood had not been watered for 7-10 days due to the damaged pedestal. The park is recovering nicely since being repaired.
- The re-installation of the El Dorado Dog Owner's Guild donation bricks at Hacienda Park is complete. Craig Shuler worked with the Dog Owners Guild to complete this project.

## **Community Center**

- Ski Air, the District's HVAC contractor performed an overall assessment and cleaning of the roof top units and exhaust fans. They are scheduled to come back to replace fan motors and belts on several of the units.
- Nation Aquatics Service came out to inspect the main pool pump on Friday, July 26<sup>th</sup>. Staff noticed the pump was making high-pitched noises. It was determined that the VFD controller had been sending the wrong signal to the pump. The contractor reprogrammed the pump and performed an overall inspection. The pump is now running smoothly since the VFD was reprogrammed.

## **Eagle Scout Projects**

- The Eagle Scout project for the scoreboard at Rasmussen Park is almost complete. There are a few more adjustments needed before it is operational.
- The District will have 2 different Eagle Scouts performing projects at Hacienda Park. The first project will be to build 4-6 picnic benches that will be dispersed throughout Hacienda Park. The second project will be to build a split rail fence between the drainage canal and parking lot. This will help prevent the public from falling into the creek.
- Cameron Park Lake will have an Eagle Scout project beginning soon. The scout will be constructing a split rail fence along the entrance to Cameron Park Lake.
- The District was approached by an Eagle Scout who was interested in constructing a concrete pad at Christa McAuliffe Park. The pad would be used for the bands to utilize during Trucks and Tunes.
- The District will be meeting with 2 other Eagle Scouts to set up some projects in the near future.

## **Cal Fire / Growlersburg**

- *Friday July 12th* – 2 crews were sent to Gateway Park to clean-up the fire breaks and cut a path way through the middle of the vegetation.
- *Monday July 15th* – 1 crew was sent out to Gateway Park to continue cleaning and clearing the fire break.
- *Thursday July 18th* – 1 crew was sent out to Gateway Park to finish clearing and cleaning up the fire breaks
- *Friday July 19th* – 1 crew was sent to the Community Center to weed eat the open space lot. After, they went to Royal Park to cut vegetation along the access road.
- *Monday July 22nd* – 1 crew was sent to Cameron Valley to cut and trim all of the hedges along Carousel Lane.
- *Thursday July 25th* – 1 crew was sent out to Royal Park to finish cutting the vegetation along the access road.
- *Friday July 26th* – 1 crew was sent to Bar J B to cut and trim all of the hedges along Merrychase and Country Club.



## Agenda Transmittal

**DATE:** August 21, 2019

**FROM:** Kate Magoolaghan, CC&R Officer

**AGENDA ITEM #5F:** CC&R STAFF REPORT

**RECOMMENDED ACTION:** RECEIVE AND FILE

In June, I marked my one year anniversary as the District's CC&R Officer and took time to reflect on accomplishments over the past year, and a work plan for the upcoming year. I shared this as a hand-out with the CC&R Committee, and will work with the Committee on the work plan for the upcoming year.

### Accomplishment Since July 2018

- ✓ Implemented new software program
- ✓ Developed Enforcement Priorities
- ✓ Created a Temporary CC&R Variance Procedure
- ✓ Established relationships with other agencies
- ✓ Held successful CC&R community workshops
- ✓ Revisited Architectural Review fees and adjusted to better align with current program cost
- ✓ Restructured Architectural Review Committee to include community members
- ✓ Aligned Architectural Review Committee Agenda and meeting formats to be consistent with other District Standing Committees

### Work Plan for the Next 12 months

- Create list of subdivisions that the District does not perform CC&R enforcement and/or Architectural Review
- Create improved subdivision lookup feature on website

- Create new compliance letters for repeat offenders, architecture review violations and courtesy notices
- Develop Architectural Review guidelines
- Create new Architectural Review forms
- Assist in the development of community member appointment process for CC&R and Architecture Review committees; establish committee member orientation guide and training opportunities (District initiative)
- Assist in the development of record retention policy for electronic files in CC&R department generated from the new software program (District initiative)
- Update current CC&R Policies and Procedures and integrate policies into the District Policy Handbook



## Agenda Transmittal

**DATE:** August 21, 2019

**FROM:** Debbie Horton, Safety Coordinator  
Niki Garrison, Administrative Assistant

**AGENDA ITEM #6: SDRMA PROPERTY/LIABILITY CREDIT INCENTIVE POINTS**

**RECOMMENDED ACTION: RECEIVE AND FILE**

SDRMA makes available a Credit Incentive Point (CIP) program to help their members defray renewal costs for Property Liability and Workers Compensation. A maximum of 15 points can be earned during the timeframe each year of April 1 through March 31. One CIP is equal to a 1% discount. The points a member can earn are directly related to their participation level in the tracks of administration and governance. Ways in which CIP's can be earned are through attendance at seminars – online, live and webinars, workshops, and sponsored training events. Some of these events are fee based, which can be offset through rebates and scholarships.

In the area of the Administration track General Manager, Jill Ritzman, strongly encourages staff to participate as fully as they can for the purposes of strengthening their job functionality and effectively reducing renewal fees. Our Board of Directors can participate in the Governance track with the same results.

We are fortunate as we have many avenues to receive training. California Special Districts Association (CSDA) offers training courses in a conference setting as well as online webinars. We also are supported by Target Solutions, who has an extensive catalog of online classes that are available at no cost to us. Please refer to the Board Member Orientation Handbook for training opportunities. We will keep you updated on new and upcoming trainings.

Board Clerk, Niki Garrison, is available to assist you in registering for the various courses.

Attachment:

6A – 2018-19 CIP Points Earned

6B – 2019-20 CIP Criteria



## Property/Liability Credit Incentive Program

### Cameron Park Community Services District

CIP Points Earned as of: 3/31/2019

The Credit Incentive Program (CIP) is designed to encourage our Members to take a proactive approach for loss prevention administration, training and safety/risk management. In an effort to assist our Members in achieving the lowest contributions possible, we performed a review of the documents submitted to date for the CIP program year 2018-19. **The CIP points earned will be applied toward the invoice for the 2019-20 program year. However, the actual dollar credit shown as 'Earned CIP Credits' on the invoice may differ from this report due to the actual General and Auto Liability amounts on the invoice.** The following earned credits have been documented:

CIP Criteria Description*	CIPs Earned	CIP \$ Earned	Unearned CIPs	Unearned CIP \$
SDRMA Safety Specialist Certificate	2	\$572	0	\$0
Special District Administrator designation from SDLF	0	\$0	2	\$572
Staff Attendance at SDRMA Workshop	2	\$572	0	\$0
Additional Staff Attendance at SDRMA Workshop	1	\$286	0	\$0
Management Staff Attendance at CSDA Sponsored Training	1	\$286	0	\$0
Additional Management Staff Attendance at CSDA Sponsored Training	1	\$286	0	\$0
Attendance at Approved Legal Seminar	1	\$286	0	\$0
Additional Attendance at Approved Legal Seminar	1	\$286	0	\$0
TargetSolutions Online Training Program	3	\$858	0	\$0
Use of SDRMA Safety Video Library	2	\$572	0	\$0
<b>ADMINISTRATION TRACK TOTALS - 9 POINTS MAXIMUM</b>	<b>9</b>	<b>\$2,574</b>	<b>0</b>	<b>\$0</b>
SDLF District of Distinction designation	0	\$0	4	\$1,144
Single Board Member Attendance at SDRMA Workshop	1	\$286	0	\$0
Additional Board Member Attendance at SDRMA Workshop	1	\$286	0	\$0
Single Board Member Attendance at CSDA Training	1	\$286	0	\$0
Additional Board Member Attendance at CSDA Training	1	\$286	0	\$0
Completion of two CSDA Education / Webinar sessions	0	\$0	2	\$572
General Safety Specialist Certificate	0	\$0	1	\$286
<b>GOVERNANCE TRACK TOTALS - 4 POINTS MAXIMUM</b>	<b>4</b>	<b>\$1,144</b>	<b>0</b>	<b>\$0</b>
No Claims during the year	0	\$0	2	\$572
<b>CLAIMS TRACK TOTALS - 2 POINTS MAXIMUM</b>	<b>0</b>	<b>\$0</b>	<b>2</b>	<b>\$572</b>
<b>COMBINED TRACK TOTALS - 15 POINTS MAXIMUM</b>	<b>13</b>	<b>\$3,718</b>	<b>2</b>	<b>\$572</b>
<b>5 YEAR NO CLAIMS BONUS</b>	<b>0</b>	<b>\$0</b>	<b>3</b>	<b>\$858</b>
<b>TOTAL CREDIT INCENTIVE POINTS</b>	<b>13</b>	<b>\$3,718</b>	<b>5</b>	<b>\$1,430</b>

\*For detailed information, please see the Property/Liability CIP criteria for the applicable Program Year. For questions, please contact Dennis Timoney, Chief Risk Officer at 800.537.7790 or dtimoney@sdrma.org.



## Property/Liability Program

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### 2019-20 Credit Incentive Program Criteria

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses and positively impact the overall cost of property/liability coverage through the Credit Incentive Program.

Credit incentives of up to 15 points can be earned based on an Agency's participation in meeting the following program guidelines. One CIP point is equal to a 1% discount on the Agency's Property/Liability Program for the Auto and General Liability net contributions invoice only. Participating members may choose among various options to complete during the CIP period (April 1 – March 31) to reach the maximum points allowable within each track.

**The maximum total points a member can receive is 15 points (not including bonus points) and points earned before March 31, 2020 will be applied to the 2020-21 Program Year.** Options allowing a member to earn points for both Property/Liability and Workers' Compensation are designated with ***(Credit will be applied to both programs)***. Points are currently awarded as follows:

#### ADMINISTRATION TRACK (9 POINTS MAXIMUM)

For staff accredited with the SDRMA General Safety Specialist Certificate or Supervisor Safety Specialist Certificate. This certificate program is a way for the Agency's staff to demonstrate their dedication to safety and loss prevention. The General Safety Specialist certificate requires the Agency employee complete and pass four OSHA certified general training courses and to receive the Supervisor Safety Specialist certificate, complete and pass two supervisory safety courses in addition to the four OSHA certified general training courses. Certificates are valid for 2 years.

**2 points**

**No Documentation Required** - Will be confirmed by SDRMA.

***(Credit will be applied to both programs)***

For management staff accredited with the Special District Administrator designation by the Special District Leadership Foundation (SDLF). This certification program is a way for special district administrators to affirm – to their customers, to their board of directors, and to themselves – that they are competent and experienced in their profession. Requirements for this certification include management experience, continuing education, community service, and ultimately an exam.

**2 points**

**No Documentation Required** - Will be confirmed by SDLF.

***(Credit will be applied to both programs)***

For each full-day attendance by the Agency's safety officer, designated individual, or employee(s) at an SDRMA Safety/Claims Education Day (First attendee earns 2 points, second attendee earns 1 point).

**3 Points maximum**

**No Documentation Required** - Will be confirmed by SDRMA workshop attendance sheet.

***(Credit will be applied to both programs)***

For each full-session attendance by the Agency's management staff in a California Special Districts Association (CSDA) sponsored training program, such as CSDA annual conference workshops and/or the Special District Leadership Academy (Each attendee earns 1 point).

**2 points maximum**

**No Documentation Required** - Will be confirmed by CSDA training attendance sheet.

***(Credit will be applied to both programs)***

For attending an approved Legal Seminar relating to Employment Practices or Human Resource issues (Each attendee earns 1 point).

**2 Points maximum**

**Documentation Required** – Course syllabus and certificate of completion must be submitted to SDRMA for credit.





## Property/Liability Program

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For utilizing SDRMA's Safety DVD/Video Library. Participating members must review a minimum of 4 Safety DVD/Videos.

**2 points**

**No Documentation Required** - Will be confirmed by SDRMA.

For staff participation in SDRMA's online safety training program – TargetSolutions Safety Programs. 25% of member employees (FT, PT and volunteer firefighters) must each successfully complete a minimum of four individual e-training modules.

**3 points**

**No Documentation Required** - Will be confirmed by SDRMA.

### GOVERNANCE TRACK – GOVERNING BODY RELATED (4 POINTS MAXIMUM)

For Agency accredited with District of Distinction designation by the Special District Leadership Foundation (SDLF). This accreditation program enables districts to demonstrate to their communities, the media and legislators their commitment to operate in a sound, responsible manner. Districts apply to SDLF for designation as a "District of Distinction" by submitting financial audits, policies and procedures and proof of Governance and Ethics training received by directors and executive staff.

**4 points**

**No Documentation Required** - Will be confirmed by SDLF.

*(Credit will be applied to both programs)*

For each full-day attendance by a member of the Agency's governing body at an SDRMA Safety/Claims Education Day (Each attendee earns 1 point).

**2 Points maximum**

**No Documentation Required** - Will be confirmed by SDRMA workshop attendance sheet.

*(Credit will be applied to both programs)*

For each full-session attendance by a member of the Agency's governing body in a California Special Districts Association (CSDA) sponsored training program, such as CSDA annual conference workshops (SDRMA approved), Board Leadership Training, Special District Leadership Academy and/or Special District Leadership Foundation (Each attendee earns 1 point).

**2 points maximum**

**No Documentation Required** - Will be confirmed by CSDA training attendance sheet.

*(Credit will be applied to both programs)*

For completion by a member of the Agency's governing body of a minimum of two CSDA Education / Webinar training session(s).

**2 points**

**No Documentation Required** - Will be confirmed by CSDA training attendance sheet.

For members of a governing body accredited with the SDRMA General Safety Specialist Certificate. This certificate program is a way for the Agency's governing body to demonstrate their dedication to safety and loss prevention. The General Safety Specialist certificate requires an Agency's governing body member complete and pass four OSHA certified general training courses.

**1 point**

**No Documentation Required** - Will be confirmed by SDRMA.

*(Credit will be applied to both programs)*

### CLAIMS TRACK (2 POINTS)

For a participating member agency not having any "paid" claims (excluding first party property claims).

**2 points**

**No Documentation Required** - Will be confirmed by SDRMA.



## Property/Liability Program

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The following bonus points are in addition to the 15 CIP point limit:

### CLAIMS BONUS (3 POINTS)

For a member agency not having any “paid” claims as outlined under the Claims Track for the prior 5 consecutive years.

**3 points**

**No Documentation Required** - Will be confirmed by SDRMA.

### CONTACT INFORMATION

For questions regarding point credits or the Credit Incentive Program, please contact SDRMA Chief Risk Officer Dennis Timoney at [dtimoney@sdrma.org](mailto:dtimoney@sdrma.org) or SDRMA Claims Manager Debbie Yokota at [dyokota@sdrma.org](mailto:dyokota@sdrma.org) or call the SDRMA office at 800.537.7790.

Also, visit our website at [www.sdrma.org](http://www.sdrma.org), click on MemberPlus Services and then click on TargetSolutions Program to view information about the program or take an online demonstration course of several of our Online Certified Safety Training Program Courses available to all members including:

Over 800 member safety-training courses in English and Spanish

- Courses that meet State and Federal government regulations for required contact hours for certified water and wastewater operators
- Courses endorsed by the National Fire Protection Association (NFPA)
- Courses that are recognized and accepted by the California Water Environmental Association (CWEA) and the California Department of Health Services (DHS)
- OSHA approved training courses – 40 new courses
- Professional Development Courses in Leadership, Management, Computer Skills, Customer Service, Finance, Health and Wellness
- Online Driver Training and Compliance Program
- Emergency Vehicle Operator
- Law Enforcement, Online Police Training
- Human Resources



## **Agenda Transmittal**

**DATE:** August 21, 2019

**FROM:** Jill Ritzman, General Manager  
Vicky Neibauer, Finance Officer

**AGENDA ITEM #8:** FISCAL YEAR 2019-20 FINAL BUDGET

**RECOMMENDED ACTION:** PUBLIC HEARING - APPROVE RESOLUTION 2019-18

### **INTRODUCTION**

The Board of Directors approved a Fiscal Year (FY) 2019-20 Preliminary Budget in June, with an expectation that staff would eliminate the \$20,407 operational deficit and develop a plan to continue Summer Spectacular. This report summarizes the following information:

1. Changes from Preliminary to Final Budget;
2. Near-Term action steps to implement program reductions approved in the Preliminary Budget;
3. Long-Term Budget Action Plans to meet the Board's long term goal to balance the District budget including capital outlay.

At this time, there are no changes to the Conditions, Covenants & Restrictions (CC&R Fund 2) or Landscaping & Lighting Districts (LLAD Funds 30-50) budgets. Transmission repairs for the CC&R vehicle can be absorbed within the existing budget. With this repair, staff recommends keeping the vehicle for another one to two years. LLAD budgets will be vetted with the LLAD Ad Hoc Committee and any changes will be forthcoming to the Board.

## DISCUSSION

FY 2019-20 Final Budget includes revenues of \$6,924,311 and expenditures of \$6,699,911 resulting in an estimated deficit position of \$224,400. This deficit is \$103,505 less than the FY Final 2018-19 Final Budget deficit of \$327,905. The FY 2019-20 Final Budget deficit is \$19,507 less than the FY 2019-20 Preliminary Budget.

The FY 2019-20 departments are operationally balanced. The Capital Improvement expenditures are currently \$224,400 over annual District budgeted revenues.

### FY 2019-20 Changes from Preliminary to Final Budget

The Preliminary Budget included estimates that are now finalized, such as Worker's Compensation fees, OSHA settlement, and Cal PERS costs. The below list summarizes larger adjustments affecting the Final Budget:

- OSHA Settlement – Increase Costs \$5,875

Fines for OSHA violations total \$17,625, to be paid over a three year period. FY 2019-20 budget impact is \$5,875.

- Retiree Health Care Costs - Reduce Costs \$50,088

Due to attrition, health care costs for District retirees decreased by almost half, mostly related to dependents no longer eligible for coverage or retirees beginning Medicare.

- Workers Compensation – Increase Costs \$3,304 and \$27,500

Worker's Compensation costs increased from Preliminary Budget by \$3,304. Additionally a payment of \$27,500 is included for Special District Risk Management Authority's underwriter for the significant injury and resulting claim in 2012. One additional and final payment to the underwriter of \$27,500 will be included next fiscal year. (No further payment will be necessary to the underwriter)

- Eliminating Back-Up Receptionist; part-time staff hours - Decrease Costs \$19,420

For Final Budget, the part-time back-up Receptionist is no longer funded to balance the operational budget. Eliminating this position means the District office hours will change from 8:00-5:00 to 9:00-4:30. Customers will be encouraged to use the on-line registration system for recreation programs. Customers may make reservations for the Community Center facilities over the phone during that time. For significant events, such as the season pass sales, the District will continue to provide evening office hours. Coverage

for lunches, sick days and vacations will be provided by remaining Administration and Recreation staff.

- Solar Energy Acquisition Expert - Increase Costs \$25,000

An allocation of \$25,000 is included in capital outlay to move ahead with the District's solar energy initiative to save on utility costs in future years. Staff will return to the Board as requested with a contract for services. \$25,000 is an estimated cost.

- Fire Engine Salvage – Increase Revenues \$70,000

An additional \$70,000 is expected from the sale of the surplus fire engine and equipment. This revenue is allocated to offset capital outlay costs for Fire apparatus.

- Weed Abatement Ordinance Program – \$18,416 Property tax allocation increase

Staff identified elements of the Weed Abatement Ordinance Program that overlap with the program elements of the California Climate Investment grant. In addition to lowering costs and adding \$15,000 in grant funding, the property allocation has been increased by \$18,416 to fund a modified Weed Abatement Ordinance Program. This increase brings the total property tax allocation for the Weed Abatement Ordinance Program to \$30,416 or 1% of the total property tax coming to the District.

- HVAC System Maintenance – Increase Costs \$20,000

The Community Center HVAC system received minimal preventative maintenance over the past several years. Historically, calls for service have occurred due to a failure of the system. Routine preventative maintenance will significantly increase the unit's efficiency, lower utility bills, and extend the life of the system. This cost is reflected in capital outlay budget and in future year, and once system is at its most efficient capacity, will move to operations budget.

### Near-Term Action Steps

Staff have taken the following steps in response to the approval of the Preliminary Budget.

- Continuation of Summer Spectacular

Staff will develop a plan for Summer Spectacular to continue as a cost neutral event and report back to the Parks and Recreation Committee (October). Plan will include

capitalizing on ticket sales, donations, sponsorships, and volunteers. Staff finalized a 2019 Summer Spectacular Financial Summary, presented later in tonight's meeting.

- Recreation Department Review & Changes

Staff will construct the department budget from the ground up. Overhead costs, such as Recreation Supervisor salary, RecTrac, and Activity Guide costs will be identified and spread to program areas. Fees and expenditures will be adjusted to fund the overhead costs and have the programs cost neutral. Staff will report back to the Parks and Recreation Committee (October) regarding changes to recreation programs, including what programs will continue and what programs are not cost neutral.

- Community Center Modified Schedule

Staff reviewed the Community Center schedule to identify dates/times to close the Center to save staff wages and utility costs, with minimal impact to users and revenue generation. Staff recommends closing the Community Center the week of Thanksgiving Holiday and two weeks during the Christmas and New Year's holiday. Recreation programming will be pushed to alternate dates. No outside users will be scheduled. District will continue to accommodate Senior Nutrition lunches. Part-time staff will not be scheduled and HVAC system will be placed in an "unoccupied" mode for the Assembly Hall, Gym, and classrooms. Additional dates in 2020 are also under review. This change includes elimination of the year-round contract janitorial services for the Community Center.

- Annual Fee Review & Recommendations

In November and December, staff will provide recommendations to appropriate Committees and the Board of Directors regarding annual District fee increases for 2020.

### Long-Term Action Steps

Staff have classified Long-Term Action Steps into an "A" group and a "B" group. "A" projects are the highest priority projects and will be initiated and implemented by staff first. "B" projects will be initiated when the "A" projects are either in a maintenance mode or are completed. The intent to having classifications is to manage staff's capacity and to be effective in completing projects. Staff intends to initiate and implement "A" projects July through December 2019.

- Grant Writer (A)

Job announcement for a grant writer is posted. Once selected, staff will establish projects and priorities based upon a prioritized Parks and Fire departments projects list. The prioritized project lists are under review by the Park and Recreation and Fire committees and will be presented to the Board for consideration in September or October.

- Solar Energy Initiative (A)

The Board approved the release of a Request for Proposal (RFP) for a solar energy acquisition expert to assist the District with a competitive process to select a solar energy builder. Expert will also assist the District with selection of financing options. Staff released an RFP in July, with a due date of September 6, 2019. The Solar Energy Ad Hoc Committee will review proposals, interview and recommend to the Board a selected firm.

- Eco Green Solutions & HVAC Improvements (A)

Staff is working with a PG&E contractor to change lightbulbs and other mechanism to meet or exceed current industry standard's energy efficiency. Staff is also assessing the current condition of the Community Center's HVAC system, will make appropriate repairs and schedule routine maintenance to ensure system is operating at its maximum, most efficient capacity to save utility costs.

- Swimming Lagoon Replacement Facility (A)

Staff will investigate options to replace the Swimming Lagoon with a water featured playground and report back to the Park and Recreation Committee. Investigation will include identifying construction and operations costs, location, potential demolition and construction timeline, and possible funding sources.

- Incentive Program - Special District Risk Management Authority (A)

To lower the District's insurance costs, Board members and staff can enroll in free or low cost training. A separate report is included as a consent item in tonight's agenda.

- Lighting and Landscape District (LLAD) Financial Analysis & Response (A)

Staff identified discrepancies with the LLAD fund balances reflected in the Engineer's Report and actual cash balances. Reconciliations of fund balances will occur by researching of actual expenditures for the past five years or more. When reconciliation is complete, an action plan to address any financial deficiencies will be developed and implemented with an LLAD Ad Hoc Committee. The District is recruiting for Committee community members now.

- Five Year Budget Projection (A)

Staff will update the District's current five-year budget projection to help plan for future financial decisions.

- Annexing Sphere of Influence Properties into District Boundaries (A/B)

As development projects are under review by County Planning and identified to be within the District's Sphere of Influence, District staff are engaging actively with County staff, developer and LAFCO to advocate for annexing proposed developments into the District's boundaries (A). For properties already developed, staff will return to the Board with a recommendation regarding annexation of those properties (B).

- Rasmussen Park Master Plan (B)

Rasmussen Park has several unpermitted amenities, which prevents the District from making park improvements. Staff will recommend hiring a park planning firm to assist the District in updating the Park Master Plan. An updated Park Master Plan will support future grant requests for park improvements. Staff will also review other parks sites that should be addressed through a master planning process, such as Dunbar. Costs are covered by Park Impact Fees and there is an economy of scale of various Park Master Plans that can be updated at the same time.

- Review and Update Reserve Policy (B)

The Board of Directors approved a Reserve Policy in 2011, under Management and Budget Policies, Policy 3272. Staff will research information from California Special District Association regarding best practices for a Reserve Policy, and work with the Budget and Administration Committee regarding appropriate updates and an implementation strategy. A final policy will be presented for the Board's consideration along with implementation strategies.

- Address Possible Surplus Property (B)

Staff and the Budget and Administration Committee identified two undeveloped District parcels that could potentially be considered surplus and sold: Dunbar Park on Starbuck Road and Sandpiper Park off Bass Lake Road. The Committee and staff also discussed possible uses that would benefit the District and community in the future. Dunbar Park is located near neighborhoods within the District's Sphere of Influence; therefore, development of Dunbar Park could occur in tandem with annexing the neighborhoods into the District. Sandpiper Park may be usable for solar panels.



- **Competitively Bidding Contract Services (B)**

The District manages nineteen contracts for services, of which seven contracts are five years old or older. Staff will be competitively bidding these services to bring all of the District's contracts current. Depending upon costs, some contracts will be Board approved and others will be approved by the General Manager.

#### Year-End Actuals

Fiscal Year 2018-19 has not closed. For most agencies, year-end close occurs in September. Staff will provide a report to the Board regarding budget to actuals once closing is concluded this fall. Items still unresolved include the 4<sup>TH</sup> Quarter CAL FIRE personnel costs and the final payment of property taxes. At this time, it appears the District will meet or be under budget.

#### Budget and Administration Committee

The Budget and Administration Committee reviewed Preliminary Year-End Actuals and the Final Budget, and supported moving the Final Budget to the Board of Directors for consideration. Since the Fiscal Year 2018-19 has not closed, the Committee did not support moving the preliminary report forward.

### **CONCLUSION**

FY 2019-20 Final Budget takes significant steps towards balancing the operational budget, but more work needs to be done to secure the District's future financial health. In addition to operational expenditures, investments in capital acquisitions and improvements should also be funded by the District's annual revenues or through a dedicated reserve fund. The Long Term Budget Action steps will greatly assist in balancing the budget in future years, along with reviewing the District's Reserve Policy.

#### Attachments:

8A – FY 2019-20 Budget with Program Areas

8B – FY 2019-20 District Fund Balance Summary

8C – FY 2019-20 Final Budget

8D – Resolution No. 2019-18

*** Fixed Costs	Operating Budget										Capital Improvement	Total Over/Under
	Admin	Fire	Weed Ord	Parks	Comm Cntr	Recr	Subtotal					
-	209,000	1,207,592	46,263	80,913	306,962	404,523	2,255,253	310,271	2,565,524			
384,882	412,044	2,841,217	30,416	462,665	3,163	-	4,134,387	-	4,134,387			
384,882	621,044	4,048,809	76,679	543,578	310,125	404,523	6,389,640	310,271	6,699,911			
384,882	621,044	4,048,809	76,679	543,578	310,125	404,523	6,389,640	534,671	6,924,311			
-	-	-	-	-	-	-	-	(224,400)	(224,400)			
9%	10%	69%	1%	11%	0%	0%	100%	0%	100%			

Revenues - fees & other sources  
 Property Tax allocation  
 Sub-total Revenues  
 Expenditures  
 (over) under  
 % of Total Property Tax

\*\*\* Fixed Costs: Cal PERS retiree health and unfunded liability, insurance, dam monitoring & permitting, LAFCO, audit services

Cameron Park Community Services District  
 Summary Final Budget  
 7/1/2019 Through 6/30/2020  
 Fiscal Year 2019-20

Acct Code	Account Title	FY 2018-19 Final Budget	FY 2019-20 Preliminary Budget	FY 2019-20 Final Budget	Variance between FY 19-20 Preliminary and Final Budget
4110	Property Taxes	3,994,388.00	4,134,387.00	4,134,387.00	0.00
4113	Franchise Fees	176,000.00	200,000.00	200,000.00	0.00
4115	Park Impact Fees	52,000.00	52,000.00	52,000.00	0.00
4120	Quimby Fees	31,000.00	28,554.00	28,554.00	0.00
4125	Fire Development	0.00	10,000.00	10,000.00	0.00
4132	Fire Marshall Plan Review	22,000.00	18,000.00	18,000.00	0.00
4135	Special Assessments	0.00	0.00	0.00	0.00
4140	Arc Review Fees	0.00	0.00	0.00	0.00
4142	Tuition Fees	26,160.00	0.00	0.00	0.00
4145	Youth Classes	35,000.00	38,000.00	38,000.00	0.00
4146	Adult Classes	25,000.00	36,727.00	36,727.00	0.00
4147	Youth Sports	100,000.00	100,000.00	100,000.00	0.00
4148	Adult Sports	10,000.00	18,800.00	18,800.00	0.00
4149	Camp Revenues	12,800.00	12,800.00	12,800.00	0.00
4152	Senior Nutrition Program	0.00	0.00	0.00	0.00
4153	Senior Programs	12,000.00	12,000.00	12,000.00	0.00
4154	Recreation Program Revenue	0.00	0.00	0.00	0.00
4165	Transfer In	0.00	0.00	0.00	0.00
4170	Special Events	40,000.00	25,000.00	25,000.00	0.00
4180	Park Lake Kiosk Revenues	40,800.00	21,012.00	21,012.00	0.00
4181	Lake Season Pass	37,680.00	21,666.00	21,666.00	0.00
4182	Picnic Site Rentals	9,960.00	27,436.00	27,436.00	0.00
4183	Summer Kids Camp	40,800.00	42,000.00	42,000.00	0.00
4184	Cameron Park Lake Concessions	10,000.00	3,250.00	3,250.00	0.00
4185	CC Facility Rentals	10,000.00	127,296.00	129,114.00	1,818.00
4186	Gym Rentals	35,000.00	33,650.00	33,650.00	0.00
4187	Pool Use Fees	160,000.00	192,900.00	195,882.00	2,982.00
4190	Parks Facility Revenue	65,000.00	27,061.00	27,061.00	0.00
4209	Brochure Ads	0.00	0.00	0.00	0.00
4220	Summer Spectacular	30,800.00	0.00	0.00	0.00
4250	Donations	1,000.00	1,000.00	1,000.00	0.00
4255	Sponsorships	22,067.00	30,000.00	30,000.00	0.00
4260	JPA Reimbursable	1,150,000.00	1,150,000.00	1,150,000.00	0.00
4262	Fire Apparatus Equip Replcmt	136,244.00	100,000.00	100,000.00	0.00
4400	Reimbursement	0.00	64,717.00	64,717.00	0.00
4410	Weed Abatement	94,260.00	33,263.00	23,263.00	(10,000.00)
4505	Interest Income	10,000.00	9,000.00	9,000.00	0.00
4600	Other Income	39,295.00	112,919.00	111,592.00	(1,327.00)
4605	Grant - CI	<u>0.00</u>	<u>0.00</u>	<u>23,000.00</u>	<u>23,000.00</u>
		<u>6,429,254.00</u>	<u>6,683,438.00</u>	<u>6,699,911.00</u>	<u>16,473.00</u>

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Acct Code	Account Title	FY 2018-19 Final Budget	FY 2019-20 Preliminary Budget	FY 2019-20 Final Budget	Variance between FY 19-20 Preliminary and Final Budget
5000	Salaries - Permanent	505,000.00	687,532.00	668,113.00	(19,419.00)
5010	Salaries - Part-time	182,350.00	118,175.00	103,175.00	(15,000.00)
5020	Overtime	8,000.00	5,000.00	5,000.00	0.00
5130	Health Benefit	170,000.00	111,542.00	111,542.00	0.00
5135	Retiree Health Benefit	88,547.00	113,508.00	63,420.00	(50,088.00)
5140	Dental Insurance	3,500.00	10,716.00	10,716.00	0.00
5150	Vision Insurance	1,600.00	1,503.00	1,503.00	0.00
5160	CalPERS Employer Retirement	186,000.00	222,633.00	223,586.00	953.00
5170	Worker's Compensation	16,000.00	22,696.00	53,501.00	30,805.00
5180	Contribution	24,050.00	13,983.00	12,835.00	(1,148.00)
5190	UI/TT Contribution	21,700.00	37,513.00	37,513.00	0.00
5209	Advertising/Marketing	20,000.00	27,245.00	27,245.00	0.00
5210	Agency Administration Fee	96,668.00	0.00	0.00	0.00
5215	Agriculture	2,200.00	18,485.00	18,485.00	0.00
5220	Audit/Accounting	90,000.00	47,500.00	47,500.00	0.00
5221	Bank Charge	16,000.00	14,141.00	14,141.00	0.00
5230	Clothing/Uniforms	6,000.00	9,825.00	9,525.00	(300.00)
5231	Computer Software	30,000.00	24,380.00	24,380.00	0.00
5232	Computer Hardware	10,000.00	47,750.00	47,750.00	0.00
5235	Contractual Services	28,200.00	20,000.00	20,000.00	0.00
5236	Contractual - Provider Services	3,594,170.00	3,710,059.00	3,710,059.00	0.00
5240	Contract Services - Other	173,800.00	106,627.00	96,627.00	(10,000.00)
5250	Director Compensation	13,000.00	13,700.00	13,700.00	0.00
5260	EDC Department Agency	7,200.00	7,480.00	4,268.00	(3,212.00)
5265	Educational Materials	16,360.00	17,845.00	6,845.00	(11,000.00)
5270	Elections	18,000.00	0.00	0.00	0.00
5275	Equipment-Minor/Small Tools	8,000.00	9,500.00	9,500.00	0.00
5285	Fire & Safety Supplies	10,500.00	4,750.00	4,750.00	0.00
5290	Fire Prevention & Inspection	900.00	1,800.00	1,800.00	0.00
5295	Fire Turnout Gear	31,000.00	31,000.00	31,000.00	0.00
5296	Fire- Volunteer/Resident	42,000.00	29,200.00	29,200.00	0.00
5300	Food	5,000.00	4,600.00	4,600.00	0.00
5305	Fuel	75,700.00	71,000.00	71,000.00	0.00
5310	Government Fees/Permits	23,500.00	24,059.00	29,934.00	5,875.00
5315	Household Supplies	38,000.00	27,095.00	26,695.00	(400.00)
5316	Instructors	73,700.00	66,500.00	66,500.00	0.00
5320	Insurance	85,500.00	103,500.00	103,500.00	0.00
5335	Legal Services	21,500.00	14,250.00	14,250.00	0.00
5340	Maint. - Vehicle Supplies	1,900.00	1,000.00	4,000.00	3,000.00
5345	Maint. - Buildings	48,500.00	50,495.00	50,495.00	0.00
5350	Maint. - Equipment	55,293.00	47,540.00	47,540.00	0.00

Cameron Park Community Services District  
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5355	Maint. - Grounds	61,350.00	86,488.00	86,488.00	0.00
5360	Maint. - Radio/Phones	1,500.00	2,000.00	2,000.00	0.00
5365	Maint. - Tires & Tubes	14,000.00	16,100.00	16,100.00	0.00
5370	Maint. - Vehicle	21,000.00	21,000.00	21,000.00	0.00
5375	Medical Supplies	0.00	1,650.00	1,650.00	0.00
5380	Memberships/Subscriptions	10,900.00	9,445.00	9,445.00	0.00
5385	Mileage Reimbursement	3,200.00	1,475.00	1,475.00	0.00
5395	Miscellaneous	(2,000.00)	0.00	0.00	0.00
5400	Office Supplies/Expense	10,500.00	10,848.00	10,848.00	0.00
5405	Pool Chemicals	37,400.00	21,500.00	21,500.00	0.00
5410	Postage	2,900.00	8,400.00	4,400.00	(4,000.00)
5415	Printing	1,000.00	595.00	595.00	0.00
5420	Professional Services	110,000.00	90,800.00	135,800.00	45,000.00
5421	Program Supplies	15,000.00	15,000.00	15,000.00	0.00
5425	Publications & Legal Notices	600.00	595.00	595.00	0.00
5430	Radios	700.00	2,500.00	2,500.00	0.00
5431	Refund-Activity Pass	4,300.00	1,500.00	1,500.00	0.00
5435	Rent/Lease - Bldgs, Fields, etc.	700.00	8,300.00	8,300.00	0.00
5440	Rent/Lease - Equipment	2,000.00	4,180.00	4,180.00	0.00
5455	Staff Development	12,000.00	26,600.00	26,600.00	0.00
5465	Special Events	6,000.00	6,000.00	6,000.00	0.00
5466	Summer Spectacular	50,000.00	0.00	0.00	0.00
5470	Phones/internet	40,000.00	44,675.00	44,675.00	0.00
5480	Travel/Lodging	700.00	0.00	0.00	0.00
5486	Tuition	0.00	0.00	0.00	0.00
5490	Utilities - Water	60,000.00	42,500.00	42,500.00	0.00
5492	Utilities - Electric/Gas	160,000.00	168,350.00	168,350.00	0.00
5493	Utilities - Garbage	800.00	0.00	0.00	0.00
5495	Utilites - Water/Irrigation	0.00	0.00	0.00	0.00
5500	Vandalism	1,000.00	2,000.00	2,000.00	0.00
5501	Cal Fire In Kind Purchases	16,000.00	13,500.00	13,500.00	0.00
5625	Capital Equipment Expense	<u>266,271.00</u>	<u>425,217.00</u>	<u>451,117.00</u>	<u>25,900.00</u>
		<u>6,757,159.00</u>	<u>6,927,345.00</u>	<u>6,924,311.00</u>	<u>(3,034.00)</u>
		<u>(327,905.00)</u>	<u>(243,907.00)</u>	<u>(224,400.00)</u>	<u>19,507.00</u>

Cameron Park Community Services Center  
 Fund Balances - General Fund  
 Fiscal Year 2019-2020

	Audited Fund Balances				Budgeted	
	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Fiscal Year 2019-20
Fund Balance - Beginning	3,348,221	3,853,790	3,796,661	3,788,263	3,684,477	3,356,572
Excess (Deficit) of Revenues Over (Under) Expenditures	<u>505,569</u>	<u>(57,129)</u>	<u>(8,398)</u>	<u>(103,786)</u>	<u>(327,905)</u>	<u>(224,400)</u>
Fund Balance - Ending	<u>3,853,790</u>	<u>3,796,661</u>	<u>3,788,263</u>	<u>3,684,477</u>	<u>3,356,572</u>	<u>3,132,172</u>

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

**A RESOLUTION ADOPTING THE CAMERON PARK COMMUNITY SERVICES  
DISTRICT FISCAL YEAR 2019/20 BUDGET**

*WHEREAS*, a preliminary Fiscal Year 2019/20 Budget was adopted by this Board on June 19, 2019; and

*WHEREAS*, the Budget & Administration Committee has reviewed the proposed Final Fiscal Year 2019/20 Budget; and

*WHEREAS*, proper notice was published accordance with the law, that said proposed Final Fiscal Year 2019/20 Budget was open for inspection and that a public hearing was be held on August 21, 2019, and interested taxpayers were given the opportunity to voice their opinions on the proposed Budget; and

*WHEREAS*, the Fiscal Year 2019/20 Budget has a beginning budgeted fund balance of \$3,356,572 and an ending balance of \$3,132,172; and

*WHEREAS*, the Fiscal Year 2019/20 Budget is due to the County of El Dorado by September 1, 2019;

*NOW THEREFORE BE IT RESOLVED* that the District adopts Attachment 8C, attached to this resolution and made part therein as the Cameron Park Community Services Fiscal Year 2019/20 Budget.

*PASSED AND ADOPTED* by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting held on the 21<sup>st</sup> day of August 2019 by the following vote of said Board:

**AYES:**

**NOES:**

**ABSENT:**

**ATTEST:**

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Director Holly Morrison  
Board of Directors

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Jill Ritzman, General Manager  
Secretary to the Board



## Agenda Transmittal

**DATE:** August 21, 2019

**FROM:** Jill Ritzman, General Manager

**AGENDA ITEM #9:** SUMMER SPECTACULAR FINANCIAL SUMMARY, SUMMER 2019

**RECOMMENDED ACTION:** RECEIVE AND DISCUSS

Summer Spectacular was held in June 2019. Attached is a Financial Summary of reported revenues and expenditures, compiled with the assistance of Recreation Supervisor, Parks Superintendent, and Finance Officer. Event revenues totaled \$57,413 and expenditures totaled \$58,249.76. Net cost to the District is \$836.76.

Staff will develop a plan for Summer Spectacular to continue as a cost neutral event and report back to the Parks and Recreation Committee (October). Plan will include capitalizing on ticket sales, donations, sponsorships, and volunteers to make the event cost neutral.

### Budget and Administration Committee

The Budget and Administration Committee reviewed the Financial Summary earlier this month. Since the first of August, additional costs and revenues were received which updated the Financial Summary.

### Attachment:

9A – 2019 Summer Spectacular Financial Summary



Cameron Park Community Services  
 Summer Spectacular Financial Summary  
 Summer 2019

**Attachment 9A**

**Event Revenue**

ticket sales	attendance 3,887	20,475.00
vendor revenues		9,291.00
Donations/sponsors	cash received	26,421.00
AQMD Grant	shuttle	1,226.00

**Total Revenues** **57,413.00**

**Event Expenditures**

Personnel Costs

Salaries - Permanent	Parks & Rec depts	6,431.00
Salaries - Part-time	Parks & Rec depts	535.90
Overtime	Parks & Rec depts	542.00
Fire Dept/CAL FIRE	Fire Dept personnel	2,588.59
Growlersburg Crews	pre & post event	1,100.00
	<i>Sub-Total</i>	<i>11,197.49</i>

Advertising/Marketing

Sign & Banner	printing banners, posters, flyers & fans	1,727.00
Mountain Democrat	paid advertising	370.00
Tina Lynn Design	graphic design	200.00
	<i>Sub-Total</i>	<i>2,297.00</i>

Equipment Rental

United Rentals	light towers, generators	5,591.54
Aba Daba Rents	canopies, tables, chairs	1,974.04
Buckeye Union S	shuttle buses	1,540.75
Gilchrist Golf	golf carts	997.13
Sierra Site Services	porta-potties	1,050.00
Vinci, Tom	lights, sound and stage	3,153.25
Stumpf, Blain	fencing	985.32
Capitol Barricade	barricades	466.54
	<i>Sub-Total</i>	<i>15,758.57</i>

Entertainment

Coverdale, Gary	band #1	600.00
Neon Playboys	band #2	1,200.00
J&M Displays	fireworks	19,400.00
	<i>Sub-Total</i>	<i>21,200.00</i>

Cameron Park Community Services  
Summer Spectacular Financial Summary  
Summer 2019

**Attachment 9A**

Security

Bravo Security		2,702.00
CHP		2,402.90
Pingrey, Winston		720.00
	<i>Sub-Total</i>	<i>5,824.90</i>

Misc Services/Supplies

Marks, Joshua C	janitorial, restrooms	150.00
food	volunteers, staff	828.00
misc supplies	parks & rec dept misc supplies	843.80
SDRMA	additional insurance	150.00
	<i>Sub-Total</i>	<i>1,971.80</i>

**Total Expenditures** **58,249.76**

**Event shortfall** **(836.76)**

Note: AQMD requires the District to match the grant funds with \$245



## Agenda Transmittal

**DATE:** August 21, 2019

**FROM:** Vicky Neibauer, Finance/Human Resources Officer

**AGENDA ITEM #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**

**RECOMMENDED ACTION:** **DISCUSS AND APPROVE RESOLUTION 2019-19 WITH A BOARD POLL VOTE**

### BACKGROUND

Each year the District is required to adopt a resolution levying a tax on all taxable property within the District to pay the debt service on the voter approved bonds used for the construction of the Community Center.

The signed adopted resolution must be submitted to the El Dorado County Auditor-Controller's office.

### DISCUSSION

The Resolution sets the Fiscal Year 2019-20 tax rate at \$.020895 per \$100 of secured assessed valuation of property on all taxable property within the District. Last year's rate was \$.023900 per \$100 of secured assessed valuation. The decrease in the rate reflects a larger fund balance contributing to the amount necessary to pay principle and interest requirements.

Staff is recommending that the Board approve Resolution 2019-19 with a poll vote.

Budget and Administration Committee reviewed the taxation rate and supported forwarding to the Board of Directors for consideration.

### Attachments:

- 10A – General Obligation Bond – Tax Rate Requirement
- 10B - Resolution 2019-19 Fixing the Amount of Taxation

## TAX RATE COMPUTATION WORKSHEET FISCAL YEAR 2019/20

Cameron Park Comm Ctr,  
**Election:** Election of 2005 Refunding  
**Megabyte Tax Code #** 34120

**SubFund #:** 8001153  
**Org #:** 800153

### Equalized Assessed Values for Agency

Roll	Secured	Unsecured	Net Equalized Roll + H/O Exemption
Equalized Lien Date	2,453,805,165	45,025,031	2,498,830,196
Homeowners Exemption	26,965,800	0	26,965,800
Public Utility-Non Unitary	0	0	0
	<u>2,480,770,965</u>	<u>45,025,031</u>	<u>2,525,795,996</u>

### Debt Service Requirements and Rates

	series A	Total
Principal Requirements	404,000	404,000
Interest Requirements	197,250	197,250
Paying Agent Fees Allowed to Be Paid from D/S Fund	2,000	2,000
Other Expenses Allowed to Be Paid from D/S Fund		-
Ed Code 15250 Reserve Requirements		-
Total Requirements	603,250	603,250
Less: Available Finances - FYE Fund Balance not needed prior to 12/10		60,000
Less: Available Finances - Interest Credits		-
Less: Available Finances - Credit for New Issues		-
Less: Available Finances - Other (explain)		-
Balance to Levy Via Secured/Unsecured/Unitary/Homeowner Exemptions Rolls		<u>543,250</u>
Unsecured Rate	0.023900	
Extended Unsecured Debt Service	10,761	
Anticipated Delinquency & RCs @ 8%	(861)	
Net Projected Unsecured Roll Revenue	9,900	
Projected Public Utility-Unitary Revenue	15,000	
Balance Needed from Secured Roll (Non-Unitary + Homeowners)		518,350
<b>Calculated Secured Roll Rate</b>	<b>0.020895</b>	

### Secured Revenue Projections Recap

Projected Secured Homeowner's Revenue	5,635
Projected Secured Roll Revenue from Extended Roll (w/o unitary)	512,723
Total Projected Local Secured Revenue	<u>518,357</u>
Secured Projected Revenue over Amount Needed (must be ≥ zero)	<u>7</u>
Total Projected Ad Valorem Levy (secured + unsecured + unitary)	<u>543,257</u>
Excess of Total Projected Ad Valorem Levy over Total Requirements	<u>7</u>

### Secured Roll Post-Extension Balancing (Excludes Homeowner's Exemption)

Total Actual Extended Levy (per AUD70-3570-100)	
Secured Levy Revenue Required (from above section)	512,723
Excess/(Shortage) of Levy for Fiscal Year	(512,723)

**RESOLUTION NO. 2019-19  
of the Board of Directors of the  
Cameron Park Community Services District**

August 21, 2019

**RESOLUTION STATING THE PURPOSES AND FIXING THE AMOUNT OF MONEY  
TO BE RAISED BY TAXATION IN THE DISTRICT TO PAY VOTER APPROVED DEBT  
FOR 2019-20 AND SETTING THE TAX RATE**

*WHEREAS*, a duly called municipal election (the "Election") was held in the Cameron Park Community Services District, El Dorado County, State of California (hereinafter referred to as the "District"), on March 8, 2005, at which the following measure (the "Bond Measure") was submitted to the qualified electors of the District:

"To construct and equip a Cameron Park recreational community center, including meeting/classrooms, a youth activity area, facilities for senior citizen meals and programs, recreational and competition pools, gym, exercise/dance room, assembly hall with a theatre and stage for community productions, shall Cameron Park Community Services District issue \$8,500,000 of bonds at legal rates and appoint a Citizens' Oversight Committee to maintain financial accountability, prevent waste and ensure that no bond money is used for operating expenses"

*WHEREAS*, at such election, the Bond Measure received the affirmative vote of more than two thirds of the voters of the District voting on the proposition as certified by the Registrar of Voters of the County of El Dorado in the official canvassing of votes;

*WHEREAS*, on August 24, 2005, the District issued \$8,499,457.70 of such voter-approved bonds (the "Bonds")

*WHEREAS*, on July 9, 2014, the District refunded \$7,436,000.00 of bonds to refinance the remaining balance of the 2005 bonds.

*WHEREAS*, the District is in receipt of the statement of assessed values and the assessment roll for the fiscal year 2019-20 and the total assessed value of the land within the District is \$2,525,345,746;

*WHEREAS*, the estimated minimum amount of money required to pay debt service on the Bonds for the current roll year is \$603,250;

*NOW, THEREFORE, BE IT RESOLVED* by the Board of Directors of the Cameron Park Community Services District, El Dorado County, California, as follows:

SECTION 1. For the purpose of paying debt service on the Bonds, the District hereby levies a tax of \$.020895 for each \$100 of secured assessed valuation of property on all taxable property within District for fiscal year 2019-20 (as further detailed on Exhibit A hereto).

SECTION 2. The District does hereby levy and affix the aforesaid taxes and tax rate on all taxable property within the District as described in Section 1 hereof and the District shall transmit a copy of this Resolution to the Auditor/Controller of the County of El Dorado.

SECTION 3. This Resolution shall take effect immediately upon its passage.

*PASSED AND ADOPTED* this 21<sup>th</sup> day of August 2019, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

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Director Holly Morrison  
Board of Directors

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Jill Ritzman, General Manager  
Secretary to the Board

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



**Budget and Administration Committee**

**Tuesday, August 6, 2019**

**7:00 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. **Fiscal Year 2019-20 Final Budget** (V. Neibauer, J. Ritzman)
2. **Special District Risk Management Authority Credit Incentive Program** (D. Horton)

3. **Report Back – Summer Spectacular 2019 Revenues & Expenditures** (V. Neibauer)
4. **Report Back – Fire Department Expenses Check Register July** (J. Ritzman, S. Moranz)
5. **Taxation Rate** (V. Neibauer)
6. **Staff Updates** (V. Neibauer)
  - Check Register for July
7. **Items for September & Future Committee Meetings**
  - Lower retiree healthcare costs
  - Rasmussen Master Plan
  - Five Year Strategic Plan
  - RFPs
  - Reserve Policy Update
8. **Items to take to the Board of Directors**

**MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF**

**ADJOURNMENT**



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



**Covenants, Conditions & Restrictions (CC&R) Committee**  
**Monday, August 5, 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.*

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**COMMITTEE REVIEW/ACTION**

6. **MONTHLY STAFF REPORT**

**Items Requiring Action:**

<b>Item #</b>	<b>Property Address</b>	<b>Unit</b>	<b>Parcel Number</b>	<b>Violation</b>	<b>CC&amp;R Violation Case #</b>	<b>Recommended Action</b>
6a.	611 Taraya Ct	Cambridge Oaks Unit #3	119-310-018-000	Repeat Violation- Improperly stored boat	CCR19-1057	Move from Final Notice to Pre-legal
6b.	3115 Boeing Rd	Airpark Estates	083-162-006-000	Improperly Stored Materials	CCR19-1035	Move from Final Notice to Pre-Legal
6c.	4165 Crazy Horse Rd	Cambridge Oaks Unit #1	119-294-19-100	Unmaintained Landscaping	CCR19-1032	Move from Pre-Legal to Legal
6d.	4321 Crazy Horse Rd	Cambridge Oaks Unit #3	119-310-07-100	Unmaintained Lot	CCR19-1033	Move from Pre-Legal to Legal

**6e. Open Violations**

- Initial Notices - 11
- Final Notices - 11
- Pre-Legal Notices - 2
- Pending - 7
- Legal Cases – 0

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

**6f. Architectural Review**

- Projects Reviewed – 31
- Approved – 24
- Denied – 4
- Held Over to August – 3

**6g. Staff update**

**7. Items for September and Future CC&R Committee Agendas**

**8. Items to take to the Board of Directors**

**9. MATTERS TO AND FROM COMMITTEE MEMBERS**

**10. ADJOURNMENT**

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



**Fire and Emergency Services Committee**  
**Tuesday, August 6, 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

**CALL TO ORDER**

**ROLL CALL**

**ADOPTION OF AGENDA**

**APPROVAL OF CONFORMED AGENDA**

**OPEN FORUM**

*At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.*

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**DEPARTMENT MATTERS**

***PUBLIC COMMENT***

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

- 1. Review and Discuss Capital Improvement Priorities in the Fire Department Master Plan**  
(J. Ritzman, S. Moranz)
  
- 2. Weed Abatement Ordinance Program Update** (oral report; S. Moranz)

**3. Report Backs – Staff and Committee Members**

- Number of households with Code Red
- Evacuation plan for those who don't drive

**4. Items for September and Future Committee Agendas**

**5. Items to take to the Board of Directors**

**MATTERS TO AND FROM COMMITTEE MEMBERS**

**ADJOURNMENT**

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



**Parks & Recreation Committee**  
**Monday, August 5, 2019**  
**7:00 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

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF AGENDA**

**APPROVAL OF CONFORMED AGENDA**

**OPEN FORUM**

*At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.*

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**DEPARTMENT MATTERS**

***PUBLIC COMMENT***

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

- 1. Parks Improvement Projects Prioritized List (J. Ritzman)**
- 2. Disc Golf Course at Bonanza Park – Next Steps (M. Grassle)**

**3. Staff Oral & Written Updates (T. Helm, M. Grassle)**

- Community Center Use Report, Jan – June 2019
- Passes Sales Report, Jan – June 2019

**4. Items for the September & Future Committee Agendas**

- Summer Spectacular Workshop (Sept)
- Rec Dept budget plan (Oct)
- Pat O'Brien Community Center field trip
- Recommendation about dogs at CP Lake

**5. Items to take to the Board of Directors**

**MATTERS TO AND FROM COMMITTEE MEMBERS**

**ADJOURNMENT**