

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



**Budget and Administration Committee**  
**Tuesday, February 4, 2020**  
**6:30 p.m.**

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

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

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

**CALL TO ORDER** – 6:32pm

**ROLL CALL** – EA/MS

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

**ADOPTION OF AGENDA** – *Approved with the following correction:*  
*Move Item #6 before Item #1*

**APPROVAL OF CONFORMED AGENDA** - *Approved*

**OPEN FORUM**

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

**DEPARTMENT MATTERS**

- 1. El Dorado Disposal Amended Agreement** (oral report and handout; J. England)
  - *Presentation by Jeff England of El Dorado Disposal regarding new regulations and proposed amendments to District agreement. Bring back to next month.*
  
- 2. Fiscal Year 2018-19 Audit** (V. Neibauer, M. O'Connor)
  - *Reviewed Fiscal Year 2018-19 Audit. Move to Board with support.*

**3. VTD Final Report and Recommendations (V. Neibauer, K. Tsuchida)**

- *Reviewed VTD Final Report and Recommendations.*

**4. Reserve Policy Recommendations (J. Ritzman, V. Neibauer)**

- *Discussed Reserve Policy Recommendations. Move to Board with support.*

**5. Discuss 2020 Committee Work Plan (all; discussion)**

- *Discussed and edited 2020 Committee Work Plan. Move to Board with support.*

**6. Staff Updates**

- a. Admin & Finance Dept Report (V. Neibauer)
- b. January Check Register Review (V. Neibauer)

**7. Items for March & Future Committee Meetings**

- *El Dorado Disposal Amended Agreement*
- *General Manager Performance Review Process*

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

- *Fire Equipment Purchase*
- *Fiscal Year 2018-19 Audit*
- *Reserve Policy*
- *2020 Committee Work Plan*

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

**ADJOURNMENT – 9:27pm**

Conformed Agenda Prepared by:



Niki Garrison  
Administrative Assistant

Conformed Agenda Approved by:



Director Eric Aiston, Chair  
Budget & Administration Committee