

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



Covenants, Conditions & Restrictions (CC&R) Committee
Monday, March 1, 2021
5:30 p.m.

TELECONFERENCE ZOOM MEETING

<https://us02web.zoom.us/j/84246337731>

Meeting ID: 842 4633 7731

(Teleconference/Electronic Meeting Protocols are attached)

Agenda

Members: Vice Chair Bob Dutta (BD), Patricia Rivera (PR), Kelly Kantola (KK)
Chair Director Monique Scobey (MS), Director Ellie Wooten (EW)
Alternate Director Sid Bazett (SB)

Staff: General Manager Jill Ritzman, CC&R Compliance Officer Jim Mog

1. CALL TO ORDER

2. ROLL CALL

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.

3. APPROVAL OF AGENDA

4. APPROVAL OF CONFORMED AGENDA

5. OPEN FORUM

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

DEPERTMENT MATTERS

6. Review and Support Items (J. Mog)

7. MONTHLY STAFF REPORT

7a. Open Violations, CC&R Violation Manager Case Detail Report – February 1/26 – 2/24 (includes Dec & Jan)

- Initial Notices - 1
- Final Notices - 0
- Pre-Legal Notices – 0
- Pending – 0
- Courtesy Notices Sent – 2
- Verbal Warning Given - 3
- Ticketed Violations - 0
- Cleared Cases - 3
- 70 cases total Open

7b. Architectural Review Projects – February 1/26 – 2/24

- Projects Reviewed – 16
- Approved – 14
- Denied – 0
- Held Over – 2

7c. Staff Updates

- Report Back – District’s Next Door Account (Jill)

8. Items for April and Future CC&R Committee Agendas

- Revenue Enhancements

9. Items to take to the Board of Directors

10. MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

11. ADJOURNMENT



Teleconference/Electronic Meeting Protocols

Cameron Park Community Services District

(Effective April 2, 2020)

WHEREAS, on March 4, 2020, Governor Newsome proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS, March 17, 2020, Governor Newsome issued Executive Order N-29-20 suspending parts of the Brown Act that required in-person attendance of Board members and citizens at public meetings; and

WHEREAS, on March 19, 2020, Governor Newsome issued Executive Order N-33-20 directing most individuals to shelter at home or at their place of residence.

NOW, THEREFORE, the Cameron Park Community Services District will implement the following protocols for its Board and committee meetings.

The guidance below provides useful information for accessing Cameron Park Community Services District (“District”) meetings remotely and establishing protocols for productive meetings.

BOARD AND COMMITTEE MEMBERS:

- **Attendance.** Board and Committee Members should attend District meetings remotely from their homes, offices, or an alternative off-site location. As per the Governor’s updated Executive Order N-29-20, there is no longer a requirement to post agendas at or identify the address of these locations.
- **Agendas.** Agenda packages will be made available on the District’s website. They will also be sent by email to all Board and Committee Members. Note that under the circumstances, District staff may not be able to send paper packets.
- **Board and Committee Member Participation.** Meeting Chair(s) will recognize individual Board and Committee Members and unmute their device so that comments may be heard or will read comments if they are provided in writing only.

PUBLIC PARTICIPATION:

- **Attendance.** The District’s office will remain closed to the public until further notice. Members of the public will be able to hear and/or see public meetings via phone, computer, or smart device. Information about how to observe the meeting is listed on the agenda of each meeting.
- **Agendas.** Agendas will be made available on the District’s website and to any members of the public who have a standing request, as provided for in the Brown Act.
- **Public Participation.** The public can observe and participate in a meeting as follows:
 - **How to Observe the Meeting:**
 - **Telephone:** Listen to the meeting live by calling Zoom at (669) 900-6833 or (346) 248 7799. Enter the Meeting ID# listed at the top of the applicable Board or Committee agenda followed by the pound (#) key. More phone numbers can be found on Zoom’s website at <https://us04web.zoom.us/j/91012020000> if the line is busy.
 - **Computer:** Watch the live streaming of the meeting from a computer by navigating to the link listed at the top of the applicable Board or Committee agenda using a computer with internet access that meets Zoom’s system requirements (<https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)
 - **Mobile:** Log in through the Zoom mobile app on a smartphone and enter the Meeting ID# listed at the top of the applicable Board or Committee agenda.
 - **How to Submit Public Comments:**
 - **Before the Meeting:** Please email your comments to admin@cameronpark.org, with “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed 3 minutes at staff’s cadence), prominently write “Read Aloud at Meeting” at the top of the email. Emails running longer than the time limit will not be finished. All comments received at least 2 hours prior to the meeting on the day the meeting will be held, will be included as an agenda supplement on the District’s website

under the relevant meeting date, and provided to the Directors/Committee Members at the meeting. Comments received after that time will be treated as contemporaneous comments.

- **Contemporaneous Comments:** During the meeting, the Board President/Committee Chair or designee will announce the opportunity to make public comments. If you would like to make a comment during this time, you may do so by clicking the “raise hand” button. You will be addressed and un-muted when it is your turn to speak (not to exceed the 3 minute public comment time limit).

FOR ALL PARTICIPANTS:

- **Get Connected:** Please download Zoom application for your device and familiarize yourself with how to utilize this tool. There is no cost for using the application.
- **Ensure Quiet.** All audience members will be muted during the meeting until they are addressed by the Board/Committee as their time to speak. Please make every effort to find a location with limited ambient noise. Please turn off the ringer on your phone and other notification sounds on your devices to reduce interruptions.

We anticipate that this process of moving to remote meetings will likely include some challenges. Please bear with us as we navigate this process.

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



Covenants, Conditions & Restrictions (CC&R) Committee
Monday, February 1, 2021
5:30 p.m.

TELECONFERENCE ZOOM MEETING

<https://us02web.zoom.us/j/82181960647>

Meeting ID: 821 8196 0647

(Teleconference/Electronic Meeting Protocols are attached)

Conformed Agenda

Members: Bob Dutta (BD), Patricia Rivera (PR), Kelly Kantola (KK)
Director Monique Scobey (MS), Director Ellie Wooten (EW)
Alternate Director Sid Bazett (SB)

Staff: General Manager Jill Ritzman, CC&R Compliance Officer Jim Mog

- 1. CALL TO ORDER – 5:32pm**
- 2. ROLL CALL – BD/PR/KK/MS/EW**
 - Welcome New Members
 - Nominate Committee Chair and Vice Chair
 - *BD nominated self for Vice Chair; BD/KK*
 - *MS nominated self for Chair; MS/EW*
 - *MS New Committee Chair*
 - *BD New Committee Vice Chair*

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.

- 3. APPROVAL OF AGENDA - Approved**

- 4. APPROVAL OF CONFORMED AGENDA - Approved**

- 5. OPEN FORUM**

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

COMMITTEE REVIEW/ACTION

6. Review and Support Items (J. Mog)

6a. Discuss 2021 Work Plan – Staff seeking Committee Input and Support

- *Continue on with the 2020 work plan into 2021 to complete*
 - *Update the CC&R Handbook*
 - *Predicting to have Handbook ready by Summer '21*
 - *Look into the possibility of consolidation some of the CC&Rs*

6b. ARC Policy – Staff seeking Committee Support

- *Reviewed and Discussed*
- *Reword "Sub-Set" to read "Reports to" instead*

– *Committee Supports both 6a & 6b to move onto the Board of Directors*

7. MONTHLY STAFF REPORT

7a. Open Violations, CC&R Violation Manager Case Detail Report – December through January

- Initial Notices - 2
- Final Notices - 0
- Pre-Legal Notices – 1
- Pending – 0
- Courtesy Notices Sent – 9
- Ticketed Violations - 3
- Cleared Cases - 10
- 64 cases total Open

- *Would like have a detailed Violation Status Report included in future committee meetings*

7b. Architectural Review Projects – December through January

- Projects Reviewed – 21
- Approved – 21
- Denied – 0
- Held Over – 2

7c. Staff Updates

- Silver Springs – Staff update to Committee
- Air Park CC&R and Air Park Management Collaboration – Staff update to Committee
- New Mailer Campaigns in the works – Staff update to Committee

8. District Strategic Plan – Presentation and Discussion

- *The General Manager will be setting up a meeting with new committee members to review and discuss the Strategic Plan Survey and Presentation*

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

10. Items to take to the Board of Directors

- *2021 Work Plan*
- *ARC Policy*

11. MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

- *KK – Thank you Jim for enforcing the District’s CC&Rs; asked about ways we could possibly utilize Socail Media for CC&Rs*

12. ADJOURNMENT – 6:36pm

CC&R Violation Manager Case Detail Report

Report Details

Case#	Status	Violation(s)	Street #	Street Name	Street Type
CCR21-1015	Verbal Warning Given	Cameron Park North Unit No. 1 - Improperly Stored Vehicle - Open	3540	CASTLEBROOK	Rd
CCR21-1014	Verbal Warning Given	Cameron Park North Unit No. 8 - Failure to Obtain Architectural Review Committee Approval - Open	3518	SANTOS	Cir
CCR21-1013	Verbal Warning Given	Cameron Park North Unit No. 8 - Failure to Obtain Architectural Review Committee Approval - Open	2927	ALHAMBRA	Dr
CCR21-1012	Initial Notice Sent	Cameron Park North Unit No. 3 - Failure to Obtain Architectural Review Committee Approval - Open	2483	KNOLLWOOD	Dr
CCR21-1011	Complaint Filed	CPK N. #8 -Improperly Stored Boat	3330	GRANADA	Dr
CCR21-1010	Courtesy Notice Sent	Viewpointe - Section 11. - Open	3266	WILKINSON	Rd
CCR21-1008	Courtesy Notice Sent	Cameron Park North Unit No. 2 - Vehicle Parking and Storage - Open	3820	ARCHWOOD	Rd
CCR21-1007	Courtesy Notice Sent	Cameron Park North Unit No. 2 - Vehicle Parking and Storage - Open	3694	LARKSPUR	
CCR21-1006	Courtesy Notice Sent	Cameron Park North Unit No. 2 - Vehicle Parking and Storage - Open	3661	LARKSPUR	
CCR21-1005	Courtesy Notice Sent	Cameron Park North Unit No. 2 - Vehicle Parking and Storage - Open Cameron Park North Unit No. 2 - Improperly Stored Materials - Open	3080	KNOLLWOOD	Dr
CCR21-1004	Courtesy Notice Sent	Cameron Park North Unit No. 3 - Vehicle Restrictions - Open	2689	KNOLLWOOD	Dr
CCR21-1003	Complaint Filed	Eastwood Park #2 - Umbrella Nuisance	3445	RABEN	Way

CCR21-1002	Courtesy Notice Sent	Deer Trail Estates - Improperly Stored Boat	3003	WILKINSON	Rd
CCR21-1001	Courtesy Notice Sent	Deer Creek Estates Unit 1 - Vehicles Open	2431	MELLOWDAWN	Way
CCR21-1000	Courtesy Notice Sent	Cameron Park North Unit No. 1 - Prohibited animals kept at property - Open	2483	DEER TRAIL	
CCR20-1052	Initial Notice Sent	Cameron Park North Unit No. 1 - Clause 4 - Open	3380	SAGE	Dr
CCR20-1050	Initial Notice Sent	Cameron Park North Unit No. 1 - Inappropriately stored materials - Open	3451	FAIRWAY	Dr
CCR20-1049	Initial Notice Sent	Cameron Park North Unit No. 2 - Clause 4a - Open Cameron Park North Unit No. 2 - Clause 3 Architectural Review Required - Open	3808	ARCHWOOD	Rd

CC&R Violation Manager Case Detail Report

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