



CAMERON PARK COMMUNITY SERVICES DISTRICT

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

AGENDA

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

REGULAR BOARD MEETING Wednesday, May 15, 2019 6:30 p.m.

Board will convene into Closed Session after Board Information Items.

Board Members

Margaret Mohr	President
Monique Scobey	Vice President
Felicity Carlson	Board Member
Ellie Wooten	Board Member
Holly Morrison	Board Member

Notice to the Public

An AGENDA in FINAL FORM is located in the Reception area in the District Office and posted at each of the Cameron Park Fire Stations and on the District's website at www.cameronpark.org. Support material is available for public inspection at the District Office and on the District website. Sessions of the Board of Directors may be recorded and members of the audience are asked to give their name and address before addressing the Board.

Any written document that relates to an agenda item for an open session of a regular meeting of the Board of Directors which is distributed less than 72 hours prior to the meeting, is available for public inspection at the same time the writing is distributed to the members of the Board of Directors. Such written documents will be made available at the District Office and on the District website.

The Cameron Park Community Services District (CPCSD) is committed to ensuring that all persons are provided the resources to participate in its public meetings. For the public's information, we are now taking email requests for future notification of Community Services District meetings. Please contact the District office at 530-677-2231 or admin@cameronpark.org if you require public documents in alternate formats or accommodation during public meetings.

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.

4. Cameron Park Lake Improvements (M. Grassle)
 5. California Climate Investment Fire Prevention Grant Program Presentation (S. Moranz; J. Gaines)
-

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 #10 to be discussed and acted upon individually.

6. Conformed Agenda – Board of Directors Meeting, April 17, 2019
 7. 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
 8. **APPROVE** Epperson Law Group Legal Services Agreement
 9. **APPROVE** Fire Engine #288 Surplus
-

AGENDA

OPEN FORUM FOR NON-AGENDA ITEMS

Members of the public may speak on any item not on the agenda that falls within the jurisdiction of the Board of Directors. Comment during the Open Forum is limited to four minutes per person. Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes except with the consent of the Board, individuals shall be allowed to speak on an item only once. The Board reserves the right to waive said rules by a majority vote. For the public's information, we are now taking email requests for future notification of Community Services District meetings.

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.

10. Items removed from the Consent Agenda for discussion
 11. **APPROVE** Resolution 2019-08 Proclaiming May as Older Americans Month in Cameron Park and **PRESENT** to Senior Leadership Council
 12. **PUBLIC HEARING - APPROVE** Resolution 2019-09 El Dorado Disposal/Waste Connections Rate Adjustment
-

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.

13. General Matters to/from Board Members and Staff
 - Upcoming Trainings & Community Meetings
 14. Local Area Formation Commission (LAFCO)
 15. Committee Reports
 - a. Budget & Administration
 - b. Covenants, Conditions & Restrictions (CC&R)
 - c. Fire & Emergency Services
 - d. Parks & Recreation
 - e. Solar Energy Ad Hoc
-

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.

AGENDA

CONVENE TO CLOSED SESSION

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

16. 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

17. Pursuant to California Government Code §54956.9(d)(4)

Conference with Legal Counsel – Potential Litigation (1 case)

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.

ADJOURNMENT



CAMERON PARK COMMUNITY SERVICES DISTRICT

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CONFORMED AGENDA

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Third Wednesday of the Month

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Board Members

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Monique Scobey	Vice President
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CONFORMED AGENDA

CALL TO ORDER – 6:30pm

1. Roll Call – *MM/MS/EW/HM/FC*
 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.

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

RECOGNITIONS AND PRESENTATIONS

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

Recognition of Fire Captain Specialist Erik Fiedler for Excellent Investigative Work on Behalf of Cameron Park

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 #6 to be discussed and acted upon individually.

4. Conformed Agenda – Board of Directors Meeting, March 20, 2019
 5. Staff Reports
 - a. General Manager
 - b. Administration Department
 - Check Register
 - Grant Status
 - c. Fire Department
 - d. Recreation Department
 - e. Parks & Facilities Department
 - f. Covenants, Conditions & Restrictions (CC&R) Department
-

CONFORMED AGENDA

Motion to adopt the Consent Agenda.

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

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

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.

6. Items removed from the Consent Agenda for discussion
7. **RECEIVE AND DISCUSS** Fiscal Year 2018-19 Third Quarter Financial Report (V. Neibauer)
8. **REVIEW AND APPROVE** CC&R Violation Enforcement Priorities (K. Magoolaghan)

Motion to Approve the CC&R Violation Enforcement Priorities as presented.

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

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.

CONFORMED AGENDA

9. General Matters to/from Board Members and Staff

- Upcoming Trainings & Community Meetings
- CSDA Nominations

MM – Presented at Rotary lunch with Director Scobey.

MS – Attended SDRMA Training; attended Rotary lunch and made presentation with Director Mohr.

EW – Attended Governance Workshop and encouraged others to come to the next one.

HM – Easter Egg Hunt this weekend; Chamber Mixer on 4/18.

FC – Attended Community Showcase.

JR – OSHA updates; pool tile has been repaired.

10. Local Area Formation Commission (LAFCO)

- Did not meet in April; clarified extensions on building projects (they determine if requests are reasonable which can be very complicated).

11. Committee Reports

a. Budget & Administration

- El Dorado Disposal made presentation; continue to discuss grants.

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

- Kudos to Kate; visited Fire Department.

c. Fire & Emergency Services

- Discussed California Conservation Corps and their great work; attended Fire Safe Council Meeting; still need to do weed abatement and focus on education this year.

d. Parks & Recreation

- Identifying park improvement projects; location of banners discussed; discussed boat program at Cameron Park Lake and complications; update on Summer Spectacular.

e. Solar Energy Ad Hoc

- Talked to EDUHSD regarding solar program; looking at next steps.

CONFORMED AGENDA

PUBLIC COMMENT

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CONVENE TO CLOSED SESSION

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

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

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

Unrepresented Employee of the District – General Manager

2. Significant Exposure to Litigation Pursuant to California Government Code §54956(d)(2)

Conference with Legal Counsel – Anticipated Litigation (2 cases)

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION

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

- *The Board of Directors discussed items agendized in closed session and direction was given to staff.*
-

ADJOURNMENT – 9:52pm



Agenda Transmittal

DATE: May 15, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM #7A : **GENERAL MANAGER'S REPORT**

RECOMMENDED ACTION: RECEIVE AND FILE

The El Dorado Transportation Commission met with stakeholders on April 25th to discuss their thoughts about a new Active Transportation Plan for El Dorado County. This plan explores opportunities for alternate modes of transportation including, walking paths and sidewalks, bicycle routes, and transit. Cameron Park was well represented with the Prices, bicycle advocates, Bill Hughes, Rotary, and myself.

I attended the Commission on Aging meeting held here at the Cameron Park Community Center, and also attended the Senior Leadership Council meeting. On May 21st, the Senior Leadership Council is hosting an Older American's event which includes a hot lunch provided by Joe's Coffee and Deli, door prizes, and entertainment. This free event is being organized by the Senior Leadership Council, supported by donations from the Cameron Park Community Fund, local businesses, and community organizations.

Two community organizations have come forward to provide support to the District. The Shingle Springs Band of Miwok Indians contributed \$3,000 to the Recreation Program Participant Grant program (scholarships). Their contribution is in addition to the previous \$3,000 grant from Cameron Park Community Foundation. I attended the Rotary lunch on May 2nd. Rotary and Cameron Park Community Foundation are interested in helping the District replace park entry signs at community parks. A plan for additional donations and volunteers is being developed.

Leadership El Dorado met at the Grange in Coloma. Our group received information about the tourism and film industry in El Dorado County.



Agenda Transmittal

DATE: May 15, 2019

FROM: Vicky Neibauer, Finance and Human Resources Officer

AGENDA ITEM #7B: ADMINISTRATIVE REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

Human Resources

- The new Employee Handbook is finalized and ready for the new summer staff.
- Hiring processes improved to include standardized employee orientation, safety, and job specific tasks.
- The District is gearing up for placing up to 50 Summer Recreation seasonal employees on payroll.

Budget/Finance

- Staff reviewed final draft FY 2016-17 Audit Report.
- The 2017-18 Audit has begun. Staff is making preparations for 2017-18 year end closing and audit including, worksheets and schedules.
- The 1st Draft FY 2019-20 Preliminary Budget is complete. Budget binders have been distributed to each Board Member. Meetings with each Board Member have been scheduled to present the draft budget, answer any questions, and receive input.
- The second tax installment was received in the amount of \$1,646,189. The District is 98.7% collected. An additional smaller installment received at fiscal year-end will bring the District to 100% or more.

- Staff held their annual meeting with Umpqua representatives. Due to changes in the District Finance Office, bank fees will be lowered and interest rates increased to the overall benefit of the District.
- Due to improvements on the District website, staff is applying for the CSDA Transparency Certificate later this month.

Attachments:

7BB - Check Register for the Month of April

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 4/1/2019 Through 4/30/2019

Vendor Name	Check Amount	Description	Check Number	Check Date
	43.96	Paychex Q1 Tax Adj for ETT 04/22/18 - FD WA	Paychex TPS Taxe...	4/22/2019
	20.43	Paychex Q1 Tax Adj for ETT 04/22/18 - Admin		4/22/2019
	21.74	Paychex Q1 Tax Adj for ETT 04/22/18 - CC		4/22/2019
	17.58	Paychex Q1 Tax Adj for ETT 04/22/18 - Parks		4/22/2019
	15.09	Paychex Q1 Tax Adj for ETT 04/22/18 - Rec		4/22/2019
	118.80		Total Paychex TPS...	
	35,720.34	Payroll 04-05-19	Payroll 04-05-19	4/5/2019
	35,720.34		Total Payroll 04-0...	
	35,761.63	Payroll 04-19-19	Payroll 04-19-19	4/19/2019
	35,761.63		Total Payroll 04-1...	
	0.00		30192	
	0.00		Total 30192	
	0.00		30193	
	0.00		Total 30193	
	0.00		30194	
	0.00		Total 30194	
Abila	687.00	Acct. software 04/20/19 to 05/19/19	30195	4/25/2019
	687.00		Total 30195	
ADM Screening	45.00	Pre-emp testing - parks	30163	4/18/2019
	45.00		Total 30163	
Airespring Inc.	558.50	Internet Broadbands CSD/Lake March 2019	30144	4/11/2019
	558.50		Total 30144	
Airgas National Carbonation	253.67	C02 delivery Pool 03/29/19	30145	4/11/2019
	253.67		Total 30145	
Airgas National Carbonation	216.26	C02 Pool 04/05/19	30164	4/18/2019
Airgas National Carbonation	117.76	C02 Pool 04/10/19		4/18/2019

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 4/1/2019 Through 4/30/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	334.02		Total 30164	
Airgas National Carbonation	90.30	Co2 Pool 04/16/19	30196	4/25/2019
	90.30		Total 30196	
Alhambra	69.47	Water Delv 03/25 & 04/08/19	30146	4/11/2019
	69.47		Total 30146	
Alison S. Lloyd	780.00	Inst. Ballets, Baby, Pre & Ballet 1 01/01-04/05/19	30119	4/4/2019
	780.00		Total 30119	
Allstar Fire Equipment, Inc.	497.55	FD89 Hose Connector Parts/Repair 02/11/19	30086	4/4/2019
	497.55		Total 30086	
Allstar Fire Equipment, Inc.	418.45	FD89 Equip, small misc	30165	4/18/2019
Allstar Fire Equipment, Inc.	122.55	FD89 equipment, small		4/18/2019
	541.00		Total 30165	
Alyssa Kimball	97.14	Mileage Reimb March 2019	30117	4/4/2019
	97.14		Total 30117	
Alyssa Kimball	40.00	Senior Bingo gift cards - Reimb	30157	4/11/2019
	40.00		Total 30157	
Arend Tosti	64.00	EMT recert - Reimb 04/12/19	30235	4/25/2019
	64.00		Total 30235	
Around Here Magazine	328.50	Summer 2019 issues	30197	4/25/2019
	328.50		Total 30197	
AT&T Calnet 3	151.34	FD Phones 02/24-03/23/19 BAN#9391035822	30087	4/4/2019
	151.34		Total 30087	
AT&T Calnet 3	20.74	FD Phones 03/10-04/09/19	30166	4/18/2019
	20.74		Total 30166	
AT&T Calnet 3	20.72	Rasm Park Conc. stand phone 03/10-04/09/19	30167	4/18/2019
	20.72		Total 30167	

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 4/1/2019 Through 4/30/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Bettina S. Helm	60.00	Cell Allowance - April 2019	30113	4/4/2019
	60.00		Total 30113	
Bettina S. Helm	69.60	Conference Mileage Reimb	30179	4/18/2019
	69.60		Total 30179	
Blake Rayback	120.00	Res ff shifts 04/03, 18, 23	30229	4/25/2019
	120.00		Total 30229	
Buckeye Union School District	540.00	Blue Oak field rental, FF & Soccer May 2019	30200	4/25/2019
	540.00		Total 30200	
C & H Motor Parts, Inc	277.50	FD89 Eng license lamp 04/01/19	30089	4/4/2019
	277.50		Total 30089	
California Public Employee's Retirement System	2,806.82	PPE 03/30/19 CalPERS Retirement	1001293896	4/5/2019
	2,806.82		Total 1001293896	
California Public Employee's Retirement System	1,045.93	PPE 03/30/19 CalPERS Retirement	1001293898	4/5/2019
	1,045.93		Total 1001293898	
California Public Employee's Retirement System	2,758.83	PPE 04/13/19 CalPERS Pepra Retirement	1001301956	4/19/2019
	2,758.83		Total 1001301956	
California Public Employee's Retirement System	1,045.93	PPE 04/13/19 CalPERS Retirement	1001301958	4/19/2019
	1,045.93		Total 1001301958	
CalPERS 457 Plan	200.00	PPE 03/30/19 CalPERS 457 Plan	1001293889	4/5/2019
	200.00		Total 1001293889	
CalPERS 457 Plan	200.00	PPE 04/13/19 CalPERS 457 Plan	1001301954	4/19/2019
	200.00		Total 1001301954	
Cap City Sports Academy LLC	539.40	Soccer April 10 regs	30168	4/18/2019
	539.40		Total 30168	

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 4/1/2019 Through 4/30/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Capital Private Patrol	942.93	Patrol Service - Parks May 2019	30201	4/25/2019
Capital Private Patrol	644.80	Patrol Service, CC May 2019		4/25/2019
	1,587.73		Total 30201	
Carbon Copy, Inc.	124.86	Copies - Adm, Rec, CCR 04/01-04/30/19	30202	4/25/2019
Carbon Copy, Inc.	4.20	FD88 Copies 04/01-04/30/19		4/25/2019
Carbon Copy, Inc.	49.33	FD89 Copies 04/01-04/30/19		4/25/2019
	178.39		Total 30202	
CardConnect	50.00	Bolt CC Device Mthly lease - March 2019	30090	4/4/2019
	50.00		Total 30090	
Cedar Springs Waldorf School	600.00	Hall & Kitchen rental 03/23- refunds deposit	30091	4/4/2019
	600.00		Total 30091	
Chance Dolan	35.00	ARC shed review- refund	30174	4/18/2019
	35.00		Total 30174	
Chen Padilla	1,000.00	Northview weed maint. 04/19/19	30222	4/25/2019
	1,000.00		Total 30222	
Chen Padilla	6,500.00	Knollwood Clearing weeds, Swamp-logs, etc.	30223	4/25/2019
	6,500.00		Total 30223	
Churchill's Hardware, Inc.	432.63	CC & Parks Hardware purchases March 2019	30093	4/4/2019
	432.63		Total 30093	
Churchill's Hardware, Inc.	341.62	Fire Depts Hardware March 2019 #3000	30094	4/4/2019
	341.62		Total 30094	
Cintas Corporation #622	278.12	CC Janitorial Supplies 03/28/19	30095	4/4/2019
	278.12		Total 30095	
Cintas Corporation #622	237.26	Janitorial Supplies CC 04/04/19	30147	4/11/2019
	237.26		Total 30147	

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 4/1/2019 Through 4/30/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Cintas Corporation #622	276.77	CC Janitorial Supplies 04/11/19	30169	4/18/2019
Cintas Corporation #622	294.98	CC Janitorial Supplies 04/18/19		4/18/2019
	571.75		Total 30169	
Clara Yang	120.00	Inst. Wills/Trusts 01/01-03/29/19	30143	4/4/2019
	120.00		Total 30143	
Comcast	153.08	FD89 Internet 04/11-05/10/19	30204	4/25/2019
	153.08		Total 30204	
Comcast	44.99	FD88 Internet 04/14-05/13/19	30205	4/25/2019
	44.99		Total 30205	
CoreLogic Solutions LLC	165.00	CC&R Metroscan software March 2019	30148	4/11/2019
	165.00		Total 30148	
Craig Shuler	60.00	Cell Allowance - April 2019	30133	4/4/2019
	60.00		Total 30133	
De Lage Landen Financial Services, Inc.	91.97	FD88 Copier lease 03/15-04/14/19	30096	4/4/2019
	91.97		Total 30096	
De Lage Landen Financial Services, Inc.	176.96	FD89 Copier lease 04/01-04/30/19	30171	4/18/2019
	176.96		Total 30171	
Delta Dental of California	1,030.07	Dental Benefits May 2019	30172	4/18/2019
	1,030.07		Total 30172	
Denise Wilson	50.00	Yoga Class Cancelled - refund	30141	4/4/2019
	50.00		Total 30141	
Department of Justice	160.00	Pre-emp checks March 2019	30149	4/11/2019
	160.00		Total 30149	
Department of Water Resources	8,058.00	Dam Fees (#40) 05/01/19	30173	4/18/2019
	8,058.00		Total 30173	
DSA Technologies, Inc	1,649.00	MSA, IT Maint - May 2019	30206	4/25/2019

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 4/1/2019 Through 4/30/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	1,649.00		Total 30206	
El Dorado County Environmental Mgmt.	295.00	FD89 Env Mgmt Fees FA0000802	30175	4/18/2019
	295.00		Total 30175	
El Dorado County Sheriff's Department	25.00	CC Alarm Permit renewal - PERM#8436	30176	4/18/2019
El Dorado County Sheriff's Department	25.00	Lake Alarm Permit renewal - PERM#458		4/18/2019
	50.00		Total 30176	
El Dorado Irrigation District	2,148.41	FD89 Water/Sewer 01/23/19-03/29/19	30097	4/4/2019
	2,148.41		Total 30097	
El Dorado Irrigation District	197.53	Christa RR's Water/Sewer 01/24-03/29/19	30098	4/4/2019
	197.53		Total 30098	
El Dorado Irrigation District	326.87	FD88 Water/Sewer 01/25/19-03/29/19	30099	4/4/2019
	326.87		Total 30099	
El Dorado Irrigation District	87.99	Hacienda Dog Park Water 01/23-03/22/19	30100	4/4/2019
	87.99		Total 30100	
El Dorado Irrigation District	235.94	Rasmussen Water/Sewer 01/23-03/29/19	30101	4/4/2019
	235.94		Total 30101	
El Dorado Irrigation District	367.65	Christa Water 01/24-03/22/19	30102	4/4/2019
	367.65		Total 30102	
El Dorado Irrigation District	292.90	Bar J 15A Water/Landscp 01/26-03/22/19	30103	4/4/2019
	292.90		Total 30103	
El Dorado Irrigation District	174.22	Bar J B Water 01/24-03/22/19	30104	4/4/2019
	174.22		Total 30104	
El Dorado Irrigation District	187.77	D. West Water 01/26/19-03/27/19	30105	4/4/2019

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 4/1/2019 Through 4/30/2019

Vendor Name	Check Amount	Description	Check Number	Check Date
	187.77		Total 30105	
El Dorado Irrigation District	1,922.95	CP Lake Water/Sewer 01/25-03/29/19	30106	4/4/2019
	1,922.95		Total 30106	
El Dorado Irrigation District	85.32	Chardi Water/Landscp 01/23-03/21/19	30107	4/4/2019
	85.32		Total 30107	
El Dorado Irrigation District	444.51	CC Main Bldg Water/Sewer 01/26-03/29/19	30108	4/4/2019
	444.51		Total 30108	
El Dorado Irrigation District	659.84	CSD Pool & Area, Water/RW/Sewer 01/26/19-03/29/19	30109	4/4/2019
	659.84		Total 30109	
El Dorado Weed Control	1,363.96	Gateway Park - Chem weed control	30110	4/4/2019
	1,363.96		Total 30110	
Ellamae J. Wooten	200.00	Dir. Comp for Mtgs 04/01 & 04/17/19	30239	4/25/2019
	200.00		Total 30239	
Ewing Irrigation Products, Inc.	114.33	Irrig. Supplies - Chardi 04/23/19	30207	4/25/2019
Ewing Irrigation Products, Inc.	1,169.98	Irrig. supplies - Parks & Eastwood LLAD		4/25/2019
Ewing Irrigation Products, Inc.	424.67	Irrig. Supplies - Parks 04/23/19		4/25/2019
	1,708.98		Total 30207	
Failsafe Testing LLC	1,018.70	FD89 Equip testing 04/08/19	30208	4/25/2019
	1,018.70		Total 30208	
Felicity Wood Carlson	300.00	Dir. Comp. for Mtgs 04/01,04/02,04/17/19	30203	4/25/2019
	300.00		Total 30203	
Foothill Associates	2,168.75	Christa Tball park - Cons. srvc Feb 2019	30150	4/11/2019

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 4/1/2019 Through 4/30/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	2,168.75		Total 30150	
Garry Charles Graham	200.00	May 1 T&T Band, Out of the Blue	30211	4/25/2019
	200.00		Total 30211	
Grainger	111.12	FD89 CO2 alarm	30111	4/4/2019
	111.12		Total 30111	
Grainger	47.62	FD89 safety exit signs	30212	4/25/2019
Grainger	21.89	FD89 warning signs		4/25/2019
	69.51		Total 30212	
HealthSmart Benefit Solutions, Inc.	150.21	Vision Benefits - May 2019	30178	4/18/2019
	150.21		Total 30178	
Highlander Termite & Pest Control	35.00	FD88 Pest Control 04/19/19	30213	4/25/2019
	35.00		Total 30213	
Highlander Termite & Pest Control	75.00	CC Pest Control 4/19/19 Cust# 941	30214	4/25/2019
	75.00		Total 30214	
Hillyard, Inc.	359.74	Janitorial Supplies - Lake 03/27/19	30114	4/4/2019
	359.74		Total 30114	
Holly Morrison	300.00	Dir. Comp for Mtgs 04/01,04/02, 04/17/19	30219	4/25/2019
	300.00		Total 30219	
Home Depot Credit Services	335.88	Parks account - Supplies March 2019	30115	4/4/2019
	335.88		Total 30115	
Hunt & Sons	1,159.07	Fuel 03/29/19	30116	4/4/2019
	1,159.07		Total 30116	
Hunt & Sons	1,555.92	Fuel 04/05/19	30180	4/18/2019
	1,555.92		Total 30180	
Hunt & Sons	1,597.91	Fuel 04/12/19	30215	4/25/2019
Hunt & Sons	1,420.59	Fuel 04/19/19		4/25/2019

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 4/1/2019 Through 4/30/2019

Vendor Name	Check Amount	Description	Check Number	Check Date
	3,018.50		Total 30215	
Jamie Bardwell	80.00	Res ff shifts 03/01 & 03/31/19	30198	4/25/2019
	80.00		Total 30198	
Jennifer O'Neill	22.62	Lake errands - Mileage Reimb March 2019	30123	4/4/2019
	22.62		Total 30123	
Jill Ritzman	100.00	Cell Allowance - April 2019	30130	4/4/2019
Jill Ritzman	35.89	Gov Speaker RR/Fee-Meal 04/03/19 - Reimb		4/4/2019
Jill Ritzman	40.00	Parking CPRS - Reimb		4/4/2019
	175.89		Total 30130	
Jonah Winger	115.00	DMV Phys - Reimb 03/30/19	30142	4/4/2019
	115.00		Total 30142	
Joshua C. Marks	180.00	Janitorial CC Pool Restrooms 03/29	30158	4/11/2019
Joshua C. Marks	560.00	Janitorial CC, Gym, Parks Restrooms 3/20,22,27 & 29th		4/11/2019
Joshua C. Marks	300.00	Janitorial RR CP Lake, Vandalism		4/11/2019
	1,040.00		Total 30158	
Joshua C. Marks	1,010.00	Janitorial Srvcs CC, Gym & Parks 04/3,5,10,12	30182	4/18/2019
	1,010.00		Total 30182	
Joshua Morton	120.00	Res ff shifts 02/05,14,27	30220	4/25/2019
Joshua Morton	80.00	Res ff shifts 03/14, 21		4/25/2019
	200.00		Total 30220	
JS West Propane Gas	2,392.36	Propane fill - Gym/Classrooms/Pool 04/01/19	30155	4/11/2019
	2,392.36		Total 30155	
JS West Propane Gas	2,231.46	Propane fill - Gym/Classrooms/Pool 04/12/19	30216	4/25/2019
	2,231.46		Total 30216	

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 4/1/2019 Through 4/30/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Karissa Schroeder	40.00	Res ff shift 03/01/19	30230	4/25/2019
	40.00		Total 30230	
Larry McBride	600.00	In Lieu Retired Med Benefits - April 2019	30120	4/4/2019
	600.00		Total 30120	
Laura Sanders-Ito	41.99	Bank, Fedex, PO, Mileage Reimb Feb/March 2019	30131	4/4/2019
	41.99		Total 30131	
Lewis E. Johnson	55.20	Inst. Ukelele 02/01-03/31/19	30154	4/11/2019
	55.20		Total 30154	
Lincoln Aquatics	532.06	Pool chemicals 03/27/19	30118	4/4/2019
	532.06		Total 30118	
Lincoln Aquatics	984.22	Chlorine - Pool (w/CM# 34898540 -\$100)	30181	4/18/2019
	984.22		Total 30181	
Margaret Mohr	200.00	Dir. Comp for Mtgs 04/02 & 04/17/19	30218	4/25/2019
	200.00		Total 30218	
Mason A. Sanchez	160.00	Res ff shifts 03/05,12,19,26	30186	4/18/2019
	160.00		Total 30186	
Michael Grassle	100.00	Cell Allowance - April 2019	30112	4/4/2019
	100.00		Total 30112	
Mitchell Schwegler	160.00	Res ff shifts 03/08,15,22,29	30187	4/18/2019
	160.00		Total 30187	
Monica DaCosta	1,774.20	Inst. Spanish classes 01/01-05/30/19	30170	4/18/2019
	1,774.20		Total 30170	
Monique Scobey	300.00	Dir. Comp for Mtgs 04/01,04/02,04/17/19	30231	4/25/2019
	300.00		Total 30231	

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 4/1/2019 Through 4/30/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Mountain Democrat	109.35	Pub Notice, Burning Ord 04/05/19	30159	4/11/2019
	109.35		Total 30159	
Myung Chong	540.00	Inst. Mod Zumba 03/01-03/29/19	30092	4/4/2019
	540.00		Total 30092	
Nancy Kemp	340.00	NW 1/4 Hall & Kitchen Rental 04/20 - Deposits refund	30217	4/25/2019
	340.00		Total 30217	
Niki Garrison	46.40	Gov Workshop snacks - Reimb.	30151	4/11/2019
	46.40		Total 30151	
Nor Cal Mechanical, Inc.	371.25	FD89 HVAC repairs 03/27/19	30122	4/4/2019
	371.25		Total 30122	
Nor Cal Mechanical, Inc.	2,324.00	FD89 Hvac system repairs	30183	4/18/2019
	2,324.00		Total 30183	
Nor Cal Mechanical, Inc.	161.25	FD89 HVAC repair at roof	30221	4/25/2019
	161.25		Total 30221	
Paychex	290.65	Paychex Fees HR 04-12-19	19779129	4/12/2019
Paychex	202.00	Paychex Stratustime 04-12-19		4/12/2019
	492.65		Total 19779129	
Paychex	227.10	Paychex Payroll Fees for 04-05-19	2019040201	4/5/2019
	227.10		Total 2019040201	
Paychex	202.10	Paychex Payroll Fees for 04/19/19	2019041601	4/19/2019
	202.10		Total 2019041601	
PG&E	11,153.52	Elec Lake & LLAD's 02/26-03/27/19	30125	4/4/2019
	11,153.52		Total 30125	
PG&E	948.50	Elec 02/26-02/28 & 03/01-03/26/19	30126	4/4/2019

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 4/1/2019 Through 4/30/2019

Vendor Name	Check Amount	Description	Check Number	Check Date
	948.50		Total 30126	
PG&E	1,466.07	FD's Elec 02/26-02/28 & 03/01-03/26/19	30127	4/4/2019
	1,466.07		Total 30127	
PG&E	9.86	Elec Baron Ct. 03/20-04/18/19	30224	4/25/2019
	9.86		Total 30224	
PG&E	114.27	Elec. 8 lamps 03/19-04/17/19	30225	4/25/2019
	114.27		Total 30225	
PG&E	157.13	Elec. 11 lamps 03/19-04/17/19	30226	4/25/2019
	157.13		Total 30226	
PG&E	4,868.87	Elec. CC 03/21-04/21/19	30227	4/25/2019
	4,868.87		Total 30227	
Prentice, Long & Epperson	1,026.00	Legal Srvcs, Mtgs, Calls, Board 03/13-03/29/19	30160	4/11/2019
	1,026.00		Total 30160	
Public Employee's Union Local 1	141.05	Union Dues for Payroll 04-05-19	30128	4/4/2019
	141.05		Total 30128	
Public Employee's Union Local 1	141.47	Union Dues for 04/19/19	30184	4/18/2019
	141.47		Total 30184	
Purchase Power	72.31	Postage Meter May-July 2019	30228	4/25/2019
	72.31		Total 30228	
Rescue Training Institute, Inc.	24.50	Inst. Babysitting CPR class 04/12/19	30185	4/18/2019
Rescue Training Institute, Inc.	182.00	Inst. CPR & First Aid classes 04/06/19		4/18/2019
	206.50		Total 30185	
Riebes Auto Parts	37.53	Trailer Kit - Lake	30129	4/4/2019
	37.53		Total 30129	
Robert A. Godwin	150.00	YFF Officials 3 games 04/13/19	30177	4/18/2019

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 4/1/2019 Through 4/30/2019

Vendor Name	Check Amount	Description	Check Number	Check Date
	150.00		Total 30177	
Rosalie M. Stearns	216.00	Inst. Hula - Beg & Int 03/01-03/29/19	30135	4/4/2019
	216.00		Total 30135	
Rosemarie Kelliher	124.80	Inst. Sewing intro March 2019	30156	4/11/2019
	124.80		Total 30156	
Ryan Hughes	55.00	YFF grade2-4 cancel - refund w/ fee	30153	4/11/2019
	55.00		Total 30153	
Sandra Strong	20.00	Showcase Booth cancel- refund	30161	4/11/2019
	20.00		Total 30161	
Sarah Scatton	257.40	Inst. Chair Yoga 03/01-03/29/19	30132	4/4/2019
	257.40		Total 30132	
Sierra Vista Volleyball Club	300.00	Hall rental 04/05/19 deposit refund	30188	4/18/2019
	300.00		Total 30188	
Sign Banner Print Express	117.98	Flyers, Easter & Volunteer & Showcase Sponsor sign	30232	4/25/2019
Sign Banner Print Express	686.40	Pool/Lake pass Banners Summer 2019		4/25/2019
	804.38		Total 30232	
Ski Air Incorporated	2,816.00	CC Heat Exchanger replacement/labor 02/12/19	30134	4/4/2019
	2,816.00		Total 30134	
Ski Air Incorporated	1,554.24	Blower Motor replacement, CC 04/17/19	30233	4/25/2019
	1,554.24		Total 30233	
Stephen Beck	4,158.00	Inst. Sunday Futsal League 03/22-05/05/19	30088	4/4/2019
	4,158.00		Total 30088	
Stephen Beck	852.00	Inst. Futsal - Spring Break April 2019	30199	4/25/2019

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 4/1/2019 Through 4/30/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	852.00		Total 30199	
Sterling B Forbes	1,482.00	Inst. Forbes BB Camp April 2019	30209	4/25/2019
	1,482.00		Total 30209	
Target Specialty Products	3,429.60	AG mix materials Christa 04/19/19	30234	4/25/2019
	3,429.60		Total 30234	
The Clipper	3,080.80	Summer Activity Guide Mailing 2019	30136	4/4/2019
	3,080.80		Total 30136	
Tina Lynn Goins	125.00	E-News April 2019 & Spons. Flyer Updates	30152	4/11/2019
Tina Lynn Goins	600.00	Summer 2019 Act. Guide Ph1, 24 pgs		4/11/2019
	725.00		Total 30152	
Tina Lynn Goins	600.00	Summer 2019 Activity Guide, Ph 2, 24 pgs layout	30210	4/25/2019
Tina Lynn Goins	100.00	Summer 2019 Act Guide Stk Photos		4/25/2019
	700.00		Total 30210	
TPX Communications	880.13	CSD Phones/Internet April 2019	30162	4/11/2019
	880.13		Total 30162	
Umpqua Bank	242.01	Maintenance Fee for 3/19	Maint Fee	4/22/2019
	242.01		Total Maint Fee	
Umpqua Bank	647.42	CC Merch Fees - Vantiv - March 2019	Merch Fees	4/9/2019
	647.42		Total Merch Fees	
Uptown Studios, Inc	350.00	Web Maint. March 2019	30138	4/4/2019
	350.00		Total 30138	
Vavrinek, Trine, Day & Co., LLP	8,040.00	Prof Srvcs CPA March 2019 & late Feb hrs, Audit	30139	4/4/2019
	8,040.00		Total 30139	

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 4/1/2019 Through 4/30/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Verizon Business	5.00	FD Business line routing, March 2019	30236	4/25/2019
	5.00		Total 30236	
Verizon Wireless	161.34	Wireless Ipads/Hotspots 03/11-04/10/19	30189	4/18/2019
	161.34		Total 30189	
Verizon Wireless	6.51	FD Wireless 03/10-04/09/19	30190	4/18/2019
	6.51		Total 30190	
Verizon Wireless	279.97	Wireless Phones CC, CC&R, Rec & Parks 03/11-04/10/19	30237	4/25/2019
	279.97		Total 30237	
Verizon Wireless	1,750.70	FD Wireless 03/16-04/15/19 & Avl purch.	30238	4/25/2019
	1,750.70		Total 30238	
Vicky Neibauer	39.44	Training - Mileage Reimb March 2019	30121	4/4/2019
	39.44		Total 30121	
Wendy Ottinger	110.00	FF grades 2-4 cancellation - refund w/ fee	30124	4/4/2019
	110.00		Total 30124	
WEST Consultants, Inc.	1,884.90	CPCSD Dam Breach & EAP/Eng (final of contract)	30191	4/18/2019
	1,884.90		Total 30191	
Wex Bank	94.09	Fuel, FD Out of Area 03/28/19	30140	4/4/2019
	94.09		Total 30140	
Zachary Thornton	240.00	Res ff shifts 03/02,10,16,20,27,28	30137	4/4/2019
	240.00		Total 30137	
Report Total	203,851.45			

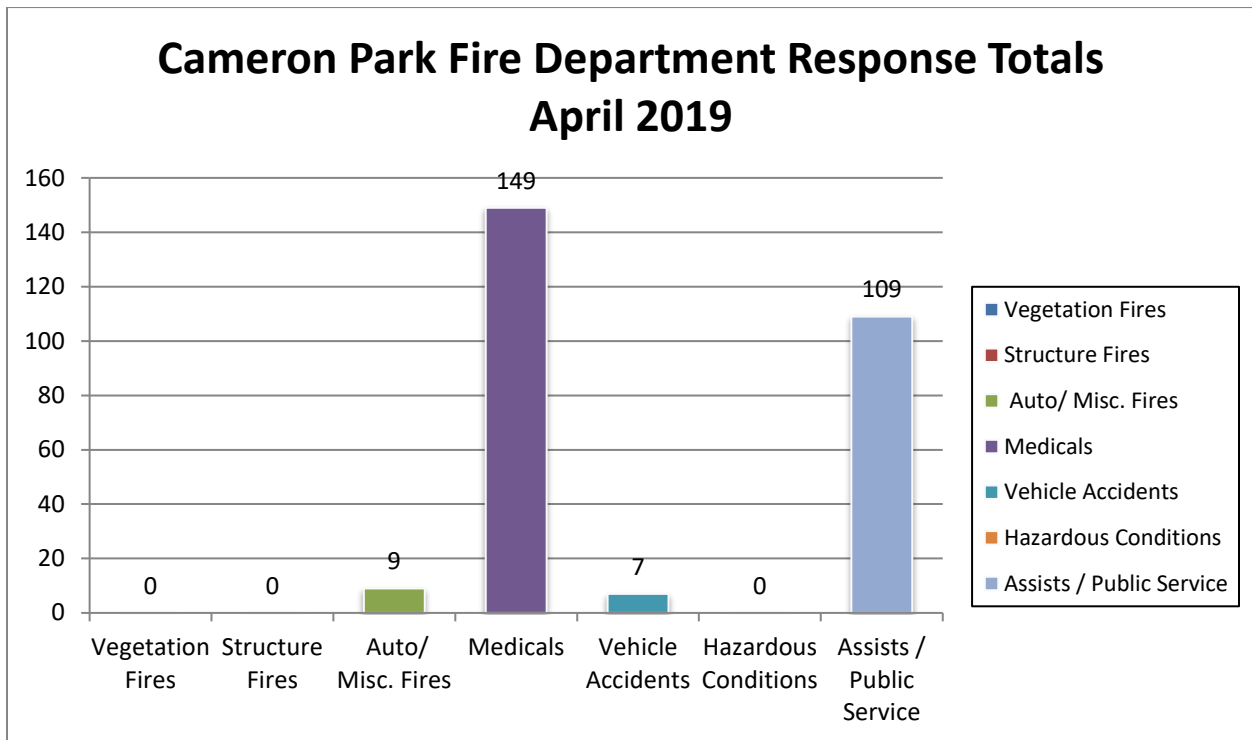


CAMERON PARK FIRE DEPARTMENT STAFF REPORT

To: Board of Directors
From: Jed Gaines, Battalion Chief
Regarding Item #7C: Fire Department Report for May 15, 2019 - Board Meeting

Recommended Action: Receive and File

Incidents for the Month of April 2019

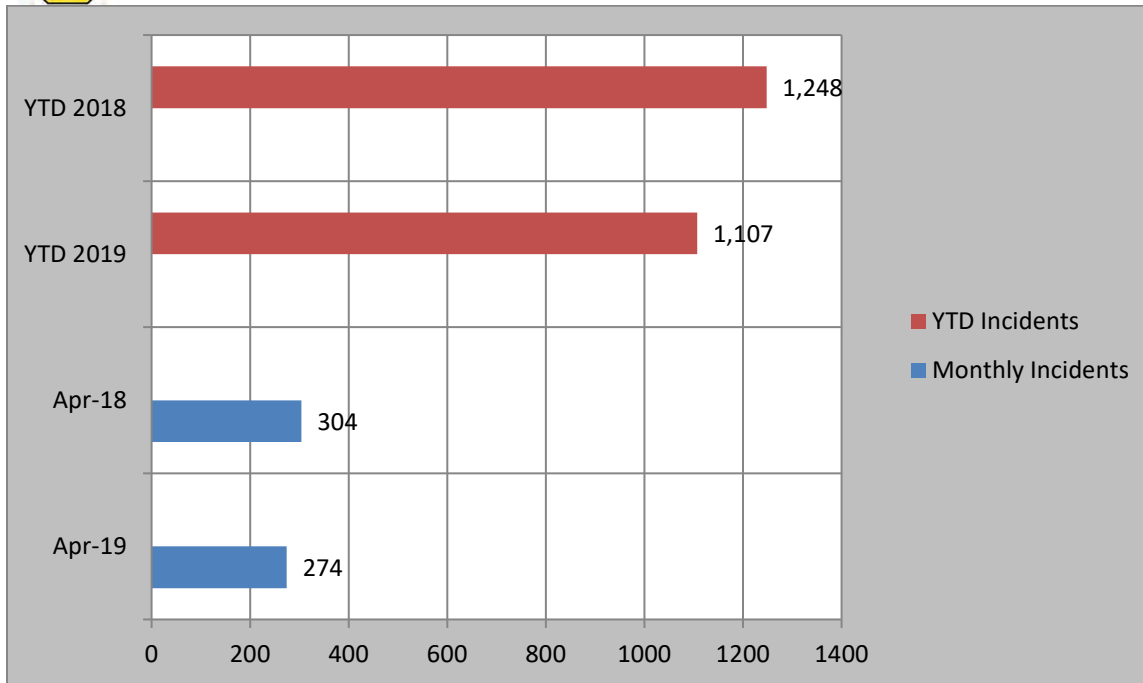


Incidents have decreased by 11% for the month of April compared to April of 2018.

Total incidents have decreased by 11% for the calendar year of 2019 compared to 2018.



CAMERON PARK FIRE DEPARTMENT STAFF REPORT



FIRE DEPARTMENT OPERATIONS AND ADMINISTRATION

Significant Incidents

No significant incidents to report for the month of April.

Fire Department update

Clean up day was a great success. 6 Explorer Firefighters, 3 Resident Firefighters, and 10 paid staff participated. The Explorer program made \$1,296.08 in donations.

Engineer Paramedic Paul Monaco will transfer to SLU on May 20.

Firefighter Mike Garrison gave a CPR class to 5 CSD employees.

FIRE PREVENTION WEED ABATEMENT SUMMARY

Sent 248 Certified Mail Hazard Abatement Notices to local residents.

Received approximately 20 returned/refused letters.



CAMERON PARK FIRE DEPARTMENT STAFF REPORT

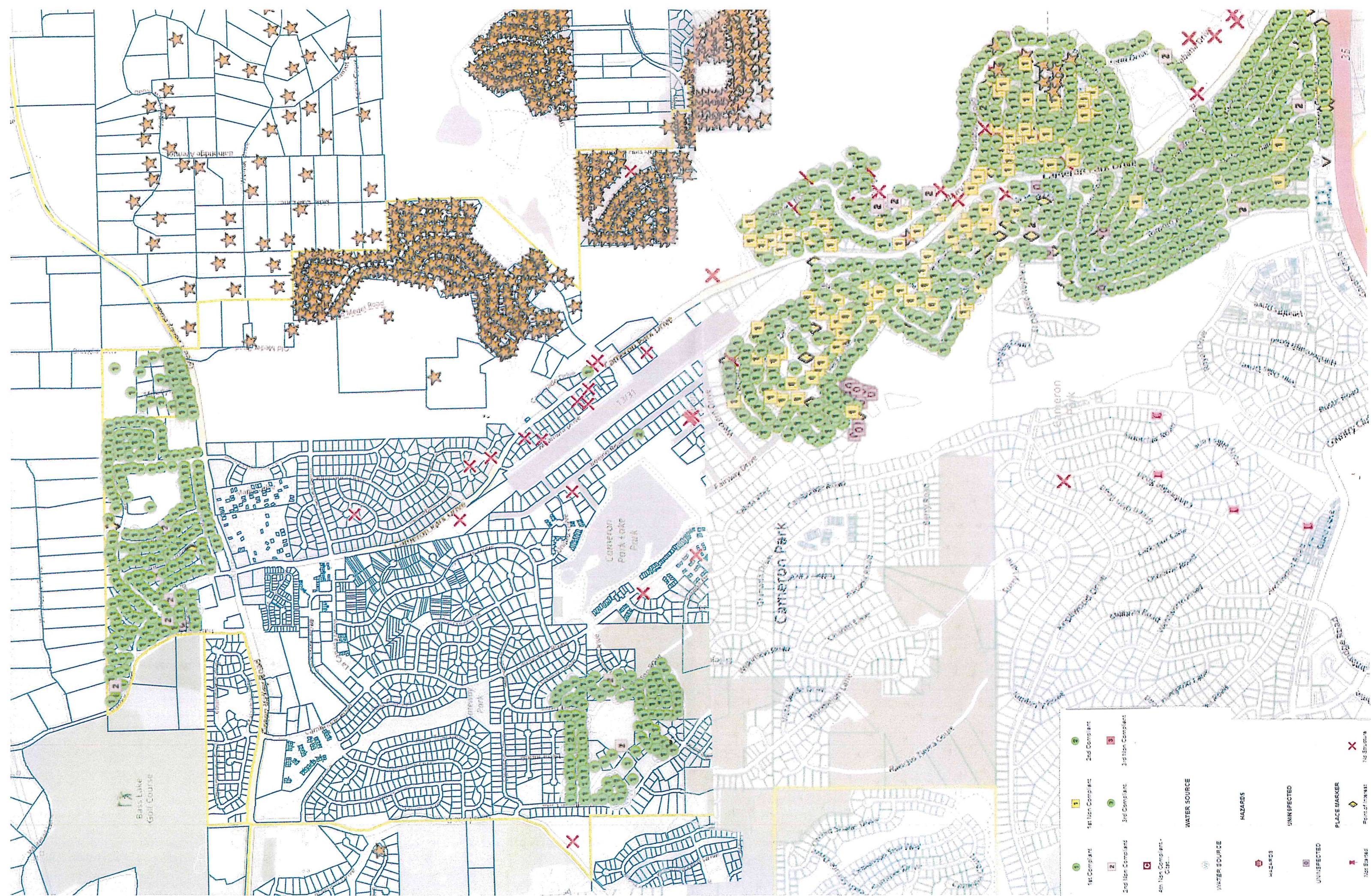
Researched returned mail addresses and resent to the updated address.

Attended the CSD Showcase on April 10. Set up our booth with the new Greater Cameron Park Area Fire Safe Council. Very educational for the public. Will be working with them for the Summer Spectacular.

Began second round of unimproved lot inspections, showing approximately 45% of properties in compliance. We have several residents that have scheduled clearing by the end of May, so the compliance rate will increase dramatically in the next month.

The improved lot inspectors have completed approximately 1020 inspections, about a 15% completion rate. Of those inspections, 61 homes have failed.

Received approximately 45 phone calls from local residents regarding Weed Abatement letters and post card mailers.



1st Compliant	1st Non-Compliant	2nd Compliant	2nd Non-Compliant	3rd Compliant	3rd Non-Compliant	4th Non-Compliant - Case...
●	■	●	■	●	■	■
WATER SOURCE						
⊙	WATER SOURCE					
HAZARDS						
⊕	HAZARDS					
⊖	UNINSPECTED					
PLACE MARKER						
◆	POINT OF INTEREST					
✗	NO STRUCTURE					



Agenda Transmittal

DATE: May 15, 2019

FROM: Tina Helm, Recreation Supervisor
Alyssa Kimball, Recreation Coordinator

AGENDA ITEM #7D: Recreation Department Report

RECOMMENDED ACTION: RECEIVE AND FILE

- Staff completed the Summer Activity Guide and residents received the Guide at the beginning of May. Stock photos were used because past photos from El Dorado Photo Club did not have a high enough resolution. Staff has contacted the Photo Club and will work with them to meet the needs of the designer for photos.
- Both Hannah Miller, the Aquatic Coordinator, and Caitlin Bandera, the Kids Kamp Leader, have been recruiting staff and preparing for the upcoming season.
- Staff continues to meet with the Senior Leadership Council. At the meeting in April, the main item discussed was celebrating Older American's Day with a luncheon that the Leadership Council is coordinating on May 21.
- Staff attended the Community Clean Up Day and Yard Sale on April 6th. The weather cooperated for both events. Data collected from the Clean Up Day is attached.
- Staff attended the Community Services Showcase event held on April 10th. Students from our Hula Class performed at the event. Magic and juggling were provided by Jimshoes. Staff met with members from the Cameron Park Rotary, Shingle Springs/Cameron Park Chamber of Commerce, Cameron Park Community Foundation, and Channel 2 on April 24th, to discuss and review this year's event and discuss ideas for next year.
- The Annual Easter Egg Hunt was held on April 20th. There were lots of happy children and parents that participated and collected over 3,000 eggs. A big shout out to Director Scobey who volunteered to be one of the bunnies and truly enjoyed herself!

- Upcoming events include Trucks & Tunes on June 12th and the Summer Spectacular on June 29th.
- Summer Spectacular Update –
 - Staff has secured the following:
 - Fireworks
 - Porta Potty
 - Security
 - Stage, sound, and lights
 - Wristbands
 - Music
 - Vendors (currently applying)
 - Kids Carnival

Attachment:

7DD – Spring Clean Up Day Report



Data from 2019 Spring Clean Up Day

Spring Clean-Up event was held on April 6, 2019
 Camerado Middle School – 2480 Merrychase Drive

2019	2018
275 vehicles went through the cleanup day	195 vehicles went through the cleanup day

Data from Waste Connections:

2019	2018
28.66 tons MSW	23.5 tons MSW
.64 tons recycle	6.26 tons recycle
5.63 tons green waste	2.61 tons green waste
3.49 tons metal	

Data from Snowline Hospice:

(material data below is in pounds)

2019	2018
E-waste 1,048lbs	E-waste 1,176 lbs
Furniture 25lbs	Furniture
Misc Household Goods 1,425lbs	Misc Household Goods 1,300lbs
TVs 1,768lbs	TVs 2,211lbs
Linens/Clothing 1,250lbs	Linens/Clothing 747 lbs
Metal	Metal 187 lbs

Personnel at the spring cleanup – 6 explorers, 3 residents and 10 paid staff. The Explorer Post 89 received \$1296 in donations that day.

New this Cleanup day – Bikes were set off to the side so that the Cameron Park Rotary could collect them and donated to Folsom Prison to be refurbished. 21 bikes were collected!

2019 Yard Sale - held at the Cameron Park CSD Parking Lot from 8am to 12pm

Cameron Park CSD sponsored a Yard Sale Event that day as well. 26 vendors were registered and all vendors attended. Weather leading up to event was unsettled; clear the day of with a very short brief sprinkle. Shoppers showed up at 6:45am to check what was for sale! Approximately 300+ people attended the event.

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: May 15, 2019

FROM: Michael Grassle, Parks and Facilities Superintendent

AGENDA ITEM #7E: Parks & Facilities Department Report

RECOMMENDED ACTION: RECEIVE AND FILE

General Information

- The turf grass is growing quickly and staff is working hard to keep it mowed during the spring growth season. Staff has also spend a lot of time clearing and spraying the remaining open space per the Weed Abatement Ordinance.
- The large amount of rain this past winter damaged the decomposed granite pathways throughout the district. Staff is currently working on patching up and grading the damage to the pathways.
- Most of the District's irrigation systems have been turned back on. Staff repaired the systems prior to utilizing them.

Cameron Park Lake

- On April 27th various organizations volunteered at Cameron Park Lake. The volunteers planted new plants, installed new BBQ'S, painted the life guard towers, cleaned up the weeds, picked up trash and debris around the lake, pressure washed the gazebo, cleaned and waxed the paddle boats, and helped prep the Lagoon. 50 volunteers assisted with the various projects. The day was a huge success!
- The District has been working with the Shingle Springs Band of Miwok Indians. The Tribe has been removing and repurposing the tule grass from the Lake

shoreline. They also built a tule house at the entrance to the Lake for the community to observe.

- Staff mowed with flail mower Bonanza Park prior for the Summer Spectacular.
- The department is rented a large excavator on Wednesday, May 1st, to perform maintenance around the Lake. Staff utilized the excavator to remove 2 large tree stumps, and correct a few drainage and irrigation related issues.
- A large oak tree fell down on the island at the Lake. Staff will began removing the tree on Wednesday, May 1st.

Sports Fields

- The field at Christa McAuliffe will be closed for maintenance from Monday, May 6th until Monday May 27th. The department will be aerating, overseeing, and fertilizing the sports field.
- Routine maintenance is being performed at Dave West and Rasmussen Park.

Parks and LLADs

- Staff retrofitted the irrigation system at Eastwood Park.
- A wireless weather based irrigation controller was installed at Chardi Corner. The controller was donated to the District by Ewing Irrigation and Hunter Industries.
- The District learned that we own an easement off of Sterling Way that enters Gateway Park. Staff built a dog ear wooden fence with a 12' barn gate. This will allow the Parks Department and Cal Fire to access the back side of the park.

Community Center

- The pool tiles were replaced and re-grouted prior to the opening of the pool.
- Staff is repaired the pool slide; the pump motor had some corrosion issues. The slide is now up and running prior to public swim.

Fire Fuel Reduction Efforts

- Growlersburg assisted staff cutting the fire breaks at Royal Park and Christa McAuliffe Park.
- Sierra Bushmen cleared a 30 foot fire break at Knollwood Park the 3rd week in April. El Dorado Weed Control sprayed out the area on April 30th.
- The District is working towards compliance on two remaining open space properties. Hacienda Park has debris on the ground to be cleaned up. A resident disrupted work in at Royal Park; work will begin again in mid-May to complete the project. Both locations will be completed as soon as the Growlersburg crew is available.



Agenda Transmittal

DATE: May 15, 2019

FROM: Kate Magoolaghan, CC&R Compliance Officer

AGENDA ITEM #7F: **CC&R COMPLIANCE DEPARTMENT REPORT**

RECOMMENDED ACTION: RECEIVE AND FILE

Operations

Staff has submitted the preliminary 2019/2020 fiscal year budget for the CC&R department. Revenues are derived from a voter approved special tax assessment (1985) and Architecture Review fees. Expenditures include costs related to payroll for 1 full time employee, legal services related to CC&R enforcement and Architecture Review, 1 vehicle, software program, and administrative costs. The CC&R budget is a stand-alone budget and is not part of the District's General Fund.

Staff is working with the General Manager and legal counsel to review and make appropriate revisions to the CC&R procedures. This may include the addition of CC&R procedures to the Board Policy Handbook.

Staff is preparing for the busy summer months. Efforts throughout the winter and spring have created a more efficient system for responding to and processing complaints.

Architectural Review Committee

- The Architectural Review Committee reviewed 21 Project Applications in April, 20 of which were approved, and 1 was denied.
- Staff has begun promoting awareness of Architectural Review on the website and around District properties. This is intended to inform those in the community about obtaining ARC approval as required by their CC&Rs.

- Staff is reviewing ARC meeting processes and revising both the meeting and agenda formats to align with other District committees.
- Staff is continuing to recruit community members for the Architectural Review Committee. Interested individuals are encouraged to attend any regular Architectural Review Committee on Tuesday Mornings at 8:30am, or contact the CC&R Compliance Office.

CC&R Enforcement

Complaints Received	40 (estimated)
Initial Notice	15
Final Notice	4
Pre-Legal Notices	2
Pending	6



Agenda Transmittal

DATE: May 15, 2019
FROM: Niki Garrison, Administrative Assistant

AGENDA ITEM #8: **AGREEMENT WITH GENERAL COUNSEL**

RECOMMENDED ACTION: **APPROVE AGREEMENT BETWEEN CAMERON PARK COMMUNITY SERVICES DISTRICT AND EPPERSON LAW GROUP, PC (ELG) FOR LEGAL SERVICES AS GENERAL COUNSEL FOR THE DISTRICT;
AUTHORIZE THE PRESIDENT TO SIGN THE AGREEMENT**

Background

In July of 2017, the Board selected Prentice, Long and Epperson (PLE) as the preferred candidate to become General Counsel.

Discussion

Prentice & Long retired, thus the firm re-organized as Epperson Law Group, PC (ELG). This reorganization calls for a renewal of the contract under the new name. Jason S. Epperson will continue to serve as lead General Counsel for the District. The agreement will be for two years, ending expire May 15, 2021. ELG's hourly billing rate will continue at the rate of \$180.00 per hour.

Attachments:

A. Cameron Park Attorney Services Agreement

**CAMERON PARK
ATTORNEY SERVICES AGREEMENT**

This Agreement is effective by and between the Cameron Park Community Services District (“Cameron Park”), and the law firm of Epperson Law Group, PC (“Firm”) as General Counsel.

RECITALS

1. Cameron Park Desires to engage the services of Firm to discharge the duties of the General Counsel.
2. Cameron Park and Firm desire to set forth in this Agreement the terms, conditions, and benefits of such engagement.
3. Firm desires to accept the engagement as General Counsel as set forth herein.
4. This Agreement is subject to the Firm Billing Policies attached here to as Exhibit 1 and incorporated herein. The Billing Policies are applicable and in effect unless otherwise changed by the terms of this Agreement.
5. Cameron Park and Firm agree that the Effective Date of this Agreement shall be May 15, 2019, notwithstanding that this Agreement is executed below at a later date.
6. This Agreement replaces in their entirety any and all prior agreements for legal services executed by the parties hereto.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

SECTION 1. DUTIES AND FIRM STATUS

A. Cameron Park hereby retains Firm as General Counsel to perform such functions and duties and to provide legal advice and perform legal services for Cameron Park consistent with the role of General Counsel and as Cameron Park shall from time to time assign. Jason S. Epperson shall serve as the General Counsel. Other members of the Firm may be called upon to provide legal services to the Cameron Park under the supervision and direction of General Counsel, as necessary.

B. Firm agrees that it shall itemize its monthly billing. Such itemization shall be broken into the following categories:

- General Manager
- Staff Contacts
- Board Member Contacts
- Lights and Landscaping District

Parks
Labor Relations / Personnel
Recreation
Litigation (separated by each different matter)

Cameron Park and Firm agree that the above list is subject to revision at the direction of the Cameron Park Board of Directors or the General Manager. Revision may be memorialized in an email but will not require an amendment to this Agreement.

Firm agrees that at least quarterly the General Counsel shall report to the Board of Directors a breakdown of costs and fees billed during the prior quarter in each of the above categories.

Firm shall itemize all bills in detail so that they are transparent and convey the subject matter and the duties of the work performed. Firm shall bill in segments tenths of an hour.

C. Firm agrees that at least twice per year the General Counsel shall report to the Board of Directors a summary of work performed, including without limitation, a recommendation to mitigate future legal costs.

D. Contact by Cameron Park to General Counsel shall be limited to the Cameron Park General Manager or President of the Board of Directors. Individual members of the Board of Directors may contact the General Counsel if approved by the President of the Board or a majority of the Board of Directors.

E. In the event of litigation or potential litigation, Cameron Park will articulate the background and questions surrounding the legal matter to the General Counsel. The General Counsel shall provide to the Board of Directors options for proceeding, potential policy implications of verdicts, and legally defensible defenses. The General Counsel shall also report to the Board of Directors non-binding estimates for costs and fees for each likely phase of litigation, as well as provide a risk assessment. Cameron Park and the General Counsel shall be proactive to attempt to avoid litigation and will be transparent in disclosing exposure and costs.

SECTION 2. COMPENSATION

A. Hourly Rate

At the end of each month Firm will invoice Cameron Park for all legal services performed by Firm, which invoice is payable on receipt. The billable rate is One Hundred Eighty Dollars (\$180) per hour.

The scope of those services includes attendance at one regular monthly Cameron Park meeting per month, staff meetings as required, occasional special meetings of the Cameron Park

Board, and all related transactional and advisory legal service. Cameron Park and Firm agree no charge will be billed by Firm for travel time to or from Cameron Park.

B. Confidentiality and Absence of Conflicts

An attorney-client relationship requires mutual trust between the client and the attorney. It is understood that communications exclusively between counsel and the client are confidential and protected by the attorney-client privilege.

To also assure mutuality of trust, Firm maintains a conflict of interest index. The California Rules of Professional Conduct defines whether a past or present relationship with any party prevents Firm from representing Cameron Park. Similarly, Cameron Park will be included in Firm's list of clients to ensure it complies with the Rules of Professional Conduct.

Firm warrants that no conflict exists with its current representation of other public entities and private clients. Based on that check, Firm has determined that it can provide legal services as General Counsel to Cameron Park.

SECTION 3. TERMINATION AND SEVERANCE

- A. This Agreement shall be for a period of (2) Two years and shall expire on May 15, 2021.
- B. In the event Cameron Park terminates this Agreement and discharges Firm from its engagement hereunder, for no reason or for any reason, Cameron Park shall pay to Firm the sum due for services provided to the date of termination
- C. Cameron Park may discharge Firm at any time subject to a 30-day written notice. If at the time of withdrawal or discharge Firm is representing Cameron Park in any proceeding, then Cameron Park will sign a Substitution of Attorney form immediately upon receipt of such a form from Firm
- D. Notwithstanding the above, Firm may withdraw from representation at any time as permitted under Rules of Professional Conduct of the State Bar of California with 30-day written notice to Cameron Park.
- E. Within six months prior to the initial termination of this Agreement, Cameron Park and Firm may negotiate to adopt a new contract or to continue this existing Agreement.

SECTION 4. OTHER TERMS AND CONDITIONS OF AGREEMENT

- A. The Cameron Park, with mutual consent of the General Counsel, may amend or add any such other terms and conditions of engagement as it may determine from time to time relating to the performance of Firm.
- B. Notwithstanding the withdrawal or discharge of Firm, Cameron Park will remain obligated to pay at the agreed rate for all services already provided and to reimburse Firm for all

costs advanced before the withdrawal or discharge related to work performed in litigation matters under Section 2B above.

- C. Cameron Park agrees that Firm shall have a lien on any and all sums recovered or received by Firm on Cameron Park's behalf, for payment of any fees owing and/or any unreimbursed costs advanced for Cameron Park.
- D. Cameron Park and Firm agree that in the event of a dispute between the parties concerning this Agreement, the prevailing party in arbitration or other legal proceeding will be entitled to recovery of reasonable attorney's fees and costs from the other party.
- E. Cameron Park and Firm also agree that the General Manager is the responsible person for providing daily contact and direction to Firm on behalf of Cameron Park. Firm agrees to coordinate the services to be provided with Cameron Park to the extent required by the Cameron Park and the General Manager.

SECTION 5. NOTICES

Notices pursuant to this Agreement shall be given by deposit in the United States Postal Service, postage prepaid, as follows:

CAMERON PARK: Cameron Park Community Services District
Attn: President of the Board or General Manager
2502 Country Club Drive
Cameron Park, California 95682

FIRM: Epperson Law Group
Jason S. Epperson
5424 N. Palm Ave., Ste. 108
Fresno, CA 93704

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as applicable to civil judicial process. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the United States Postal Service.

SECTION 7. INSURANCE

Firm carries errors and omissions insurance that provides aggregate coverage in excess of \$1,000,000.00. Firm maintains Workers' Compensation insurance in accordance with the requirements of California law.

Firm agrees to notify Cameron Park in the event the limits of its errors and omissions insurance should fall below the coverage stated in this Section or if the insurance should lapse and substitute coverage is not obtained.

SECTION 8. GENERAL PROVISIONS

- A. The text herein shall constitute the entire agreement between the parties. There are no oral agreements or understandings or any other written agreements which directly or indirectly affect the terms and conditions of this Agreement.
- B. If any provision, or any position thereof, contained in this Agreement is held unconstitutional, in valid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.
- C. No addition, modification, amendment, or deletion to this Agreement shall be valid unless it is in writing and executed by the parties to this Agreement.
- D. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Cameron Park.
- E. Cameron Park and Firm agree that the construction and interpretation of this Agreement and the rights and duties of Cameron Park and Firm hereunder shall be governed by the laws of the State of California.
- F. Firm shall act as an independent contractor in providing the services described in this Agreement. Firm shall be solely responsible for the supervision, payment, and protection of its agents, employees, experts or consultants, if any, and furnish the services in Firm's own manner and method. In no respect shall Firm, its agents, employees, experts or consultants, if any, be considered employees of Cameron Park.
- G. Firm agrees to scrupulously avoid performing services for any party or entering into any contractual or other relationship with any party which might create a conflict with the rendering of services under this Agreement. Firm shall immediately inform Cameron Park of any conflict of interest or potential conflict of interest which may arise during the term of this Agreement by virtue of any past, present, or prospective act or omission of Firm.
- H. Firm agrees to comply with all federal, state and local laws, rules, and regulations, now or hereafter in force, pertaining to the services performed pursuant to this Agreement. Any dispute between Firm and Cameron Park as to the services provided pursuant to this Agreement or payment thereon shall be submitted to arbitration for resolution, with the prevailing party to recover the costs and attorneys' fees of such proceedings.
- I. Venue for any proceeding under this Agreement shall be in the County of El Dorado.
- J. Firm agrees to comply with all applicable fair employment and equal opportunity practices and not to discriminate against any applicants or employees of Firm because of their membership in a protected class.
- K. This Agreement contemplates Firm shall provide professional services described herein, without assignment to outside individuals or entities. This Agreement, or any portion

Attachment 8A

thereof, shall not be assigned or delegated without the prior written consent of Cameron Park. Delegation to attorneys outside Firm shall be limited to those situations in which Firm is disqualified due to a conflict of interest or where Firm does not possess the expertise to competently perform services in a particular practice area. Firm shall supervise delegated work except when precluded from doing so by virtue of a conflict of interest.

- L. All legal files pertaining to Cameron Park shall be and will remain the property of Cameron Park. Firm will control the physical location of such files during the term of this Agreement.

IN WITNESS WHEREOF, Cameron Park has caused this Agreement to be signed and executed on its behalf by its Board President and duly attested by its Cameron Park President of the Board of Directors, and Firms representative has signed and executed this Agreement the date and year written below.

CAMERON PARK

By: _____
Margaret Mohr, President of the Board

Dated: _____

EPPERSON LAW GROUP, PC

By: _____
Jason S. Epperson, Partner

Dated: _____

ATTEST:

Cameron Park General Manager

EXHIBIT 1
COMPENSATION SCHEDULE AND REIMBURSABLE EXPENSES

REIMBURSABLE EXPENSES:

In-house duplication costs (50 copies or more)	\$0.10/page
Reproduction/duplication costs performed by an outside service	Actual Cost
Extraordinary postage or overnight delivery charges (e.g., FedEx, OnTrac, UPS)	Actual Cost
Fax transmissions (incoming and outgoing)	\$.50 per page
Court filing fees	Actual Cost
Attorney services (includes service of process fees, arbitrators, and mediators)	Actual Cost
Messenger services	Actual Cost
Online legal research outside of our prepaid service Fee	Prorated so Client pays its proportionate share
Data analysis subscription fees associated with legal office or related software	Prorated so Client pays its proportionate share
Parking and toll fees	Actual Cost
Any other expense not listed above that becomes necessary for the successful resolution of a client matter	Actual Cost



Agenda Transmittal

DATE: May 15, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM #9: FIRE ENGINE 288 SURPLUS

RECOMMENDED ACTION: APPROVE SURPLUS OF FIRE ENGINE 288

BUDGET ACCOUNT: FIRE DEPT 3000, ACCOUNT 4262 APPARATUS RENTAL

BUDGET IMPACT: Estimated \$40,000 in Fiscal Year 2018-19

Cameron Park Community Services District (District) staff recommend the surplus of Engine 288, a reserve engine at Fire Station 88. This engine is being surplused because the purchase of a new fire engine was approved by the Board in the Fiscal Year 2019-20 Mid-Year Budget Adjustments. The engine has been ordered and delivery expected in late 2019 or early 2020. The sale of Engine 288 will offset the costs of the new fire engine.

The Engine 288 a 1990 Spartan Hi-Tech, License Plate E000391, Serial #4S7AT9K08PC009808.

Attachment:

A. Policy 3085 Disposal of Surplus Property

Cameron Park Community Services District

POLICY HANDBOOK

POLICY TITLE: Disposal of Surplus Personal Property
POLICY NUMBER: 3085

3085.1 Personal Property – DESCRIPTION

- (1) Personal Property Under \$4,999.99 in Value. When personal property or other equipment of the District has been determined to no longer be of use to the District and does not exceed the value of \$5,000.00, the General Manager may solicit and accept trade-in allowances on the replacement equipment or personal property without advertising for offers. As an alternative, the General Manager may sell the personal property at private sale without advertising upon approval by the Board. Any proceeds received by the District from the sale of equipment or personal property shall be deposited into the District's depository for use by the District.
- (2) Property in Excess of \$5,000.00 in Value. The Board of Directors may sell at public auction any personal property or equipment with a value in excess of \$5,000.00 to the highest bidder for cash if it is surplus personal property belonging to the District and not required for public use. Such sale shall require a majority vote by the Board of Directors. Notice of the sale shall be given for five (5) days prior to the date of sale by publication in a newspaper published within the jurisdiction of the District. Proceeds of the sale shall be paid into the District depository for the use by the District.

3085.2 Sale of Surplus Real Estate:

Sale of surplus real property sales shall be in conformity with the Government Code §§ 54220-54233

3085.2.1 Board takes action to declare property surplus and authorizes District staff to obtain appraisal.

3085.2.2 Property is offered to public agencies at the appraised price. (State law requires that public agencies have the opportunity to purchase property prior to advertisement to the general public.) Public agencies shall have 60 days to notify the disposing agency of intent to purchase or lease land

3085.2.2.1 The District will notify these specific agencies

1. El Dorado County Parks and Trails
2. California Department of Parks and Recreation
3. Rescue Unified School District, Buckeye Unified School District,
4. El Dorado County Public Housing Authority
5. California Department of Housing and Community Development

3085.2.2.2 If a timely bid or offer to purchase the surplus property is received from a public agency receiving notice, the District shall negotiate price and terms of purchase with such public agency for a period of not less than 90 days. If timely bids or offers to purchase are received from more than one public agency receiving such notice, the District shall adhere to the priorities specified in Government Code sections 54220-54233 in negotiating with such public agencies. If negotiations are unsuccessful, the District may dispose of the surplus property as specified in this policy without further regard to Sections 54220-54233.

3085.2.3 If no offer to purchase the property is received from a public agency required to receive notice, the District shall publish a Notice Inviting Bids for Purchase of Surplus Real Property in the newspaper requesting that sealed bids for purchase of the surplus property be submitted by the public to the District for consideration within a time period specified in such Notice.

3085.2.4 If sealed bids are received by the District from the public within the time specified in the Notice Inviting Bids, the Board may take action at the next regular Board Meeting to accept or reject the highest offer received. If the price or terms cannot be agreed upon after a good faith negotiation period, the land may be disposed by means of private sale.

3085.2.5 If the Board fails to negotiate a sale of the surplus property with the highest bidder, notice of that fact and the continued availability of the surplus property for sale shall be sent to each member of the public submitting a sealed bid or offer to purchase the property.



Agenda Transmittal

DATE: May 15, 2019

FROM: Niki Garrison, Administrative Assistant

AGENDA ITEM #11: **PROCLAIMING MAY AS OLDER AMERICAN'S MONTH IN CAMERON PARK**

RECOMMENDED ACTION: **APPROVE RESOLUTION 2019-08 PROCLAIMING MAY 2019 AS OLDER AMERICAN'S MONTH**

Each May, the Nation celebrates Older American's Month to recognize Older Americans for their contributions and provide them with information to help them stay healthy and active. This year, the theme is Connect, Create, Contribute which encourages older adults and their communities to:

- Connect with friends, family, and services that support participation.
- Create by engaging in activities that promote learning, health, and personal enrichment.
- Contribute time, talent, and life experience to benefit others.

Communities that encourage the contributions of older adults are stronger! By engaging the supporting all community members, we recognize that older adults play a key role in the vitality of our neighborhoods, networks, and lives.

This year, the Senior Leadership Council and the Cameron Park Community Foundation are organizing a luncheon with entertainment and door prizes. This event will take place on Tuesday, May 21st from 11:00am-1:00pm at the Cameron Park Community Center.

Attachments:

- A. Resolution 2019-08 Proclaiming May 2019 as Older American's Month
- B. May 2000 Proclamation of Older American's Month

**RESOLUTION NO. 2019-08
Board of Directors
Cameron Park Community Services District**

May 15, 2019

**RESOLUTION PROCLAIMING MAY 2019 AS OLDER AMERICAN'S MONTH
IN CAMERON PARK**

In recognition of humankind's coming of age and the promise which the longevity revolution holds for social, economic, cultural, and spiritual development in the next century, the Cameron Park CSD Board of Directors proclaims May as Older American's Month.

WHEREAS, the population aged 65 and older represents the fastest growing segment of our County; and

WHEREAS, the fact that America is not only a nation of youth, but also one of age; and

WHEREAS, our society continues to tap the rich talents of today's older Americans who remain active and productive, serving as role models and inspirations to others; and

WHEREAS, recognizing that many older American are redefining their attitudes and lifestyles, which contribute to good health and a satisfying quality of life; and

WHEREAS, the 2019 Older American's Month, sponsored by the Cameron Park Senior Leadership Council and the Cameron Park Community Foundation, will provide an opportunity to honor the contributions made by older Americans at the Older American's Luncheon on Tuesday, May 21, 2019 from 11:00am-1:00pm, at the Cameron Park Community Center.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Cameron Park Community Services District does hereby declare May 2019 as Older American's Month, to pay tribute to the rapidly increasing older population in local communities and throughout the world, encouraging older American to maintain their independence by accessing the support services available to them, and further encouraging all businesses, public and private schools, groups, and citizens to observe and celebrate this nation's senior citizens as the valuable natural resource that they are.

Attachment 11A

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District, at a regularly scheduled meeting, held on the 15th day of May 2019, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ATTEST:

Margaret Mohr, President
Board of Directors

Jill Ritzman, General Manager
Secretary to the Board

Proclamation
of
the Board of Directors of
the Cameron Park Community Services District
Proclaiming May as OLDER AMERICANS MONTH
in Cameron Park

In recognition of humankind's coming of age and the promise which the longevity revolution holds for social, economic, cultural and spiritual development in the next century, the Cameron Park CSD Board of Directors proclaims May as Older American's Month

WHEREAS, the population aged 65 and older represents the fastest growing segment of our County; and

WHEREAS, the fact that America is not only a nation of youth, but also one of age; and

WHEREAS, our society continues to tap the rich talents of today's older Americans who remain active and productive, serving as role models and inspirations to others; and

WHEREAS, recognizing that many older Americans are redefining their attitudes and lifestyles, which contribute to good health and a satisfying quality of life; and

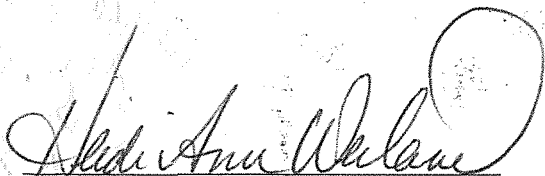
WHEREAS, the 2000 Older American's Month, sponsored by the El Dorado County Commission on Aging, will provide an opportunity to honor the contributions made by older Americans at an event on May 18, 2000, at Serrano Village Green.

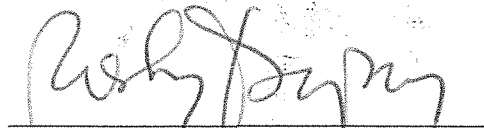
NOW, THEREFORE BE IT PROCLAIMED, the Board of Directors of the Cameron Park Community Services District does hereby declare May 2000 as Older American's Month, to pay tribute to the rapidly increasing older population in local communities and throughout the world, encouraging older Americans to maintain their independence by accessing the support services available to them, and further encouraging all businesses, public and private schools, groups and citizens to observe and celebrate this nation's senior citizens as the valuable natural resource that they are.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District at a regular scheduled meeting held on the 17th day of May, Two-thousand, by the following vote of said Board:

ATTEST:

May 17, 2000


Secretary to the Board


President, Board of Directors



Agenda Transmittal

DATE: May 15, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM #12: **PUBLIC HEARING - EL DORADO DISPOSAL/WASTE CONNECTIONS ADJUSTMENTS FOR EXTRAORDINARY CIRCUMSTANCES & ANNUAL CONSUMER PRICE INDEX ADJUSTMENT**

RECOMMENDED ACTION: **APPROVE RESOLUTION 2019-09 ESTABLISHING RATES FOR THE COLLECTION OF SOLID WASTE WITHIN THE CAMERON PARK COMMUNITY SERVICES DISTRICT**

INTRODUCTION

El Dorado Disposal is proposing fee increases for two reasons (see Attachment B):

1. Annual Rate Increase based on Consumer Price Index; 3.7% effective July 1, 2019
2. Adjustment for Extraordinary Circumstances due to changes in the recycling market; \$1.13 increase to residential rates and 10.12% increase to commercial rates effective July 1, 2019

Annual Rate Increase base on Consumer Price Index (CPI)

The Inflation/Deflation and Fuel Surcharge Adjustment is addressed in Section 18(C) of the Waste Connections/El Dorado Disposal (EDD) Contract. This section allows for EDD to automatically propose a rate increase based on CPI if the performance standards have been met. Staff is recommending the approval of the Annual CPI Index Adjustment, 3.7% beginning July 1, 2019 as EDD met their performance standards.

Adjustment for Extraordinary Circumstances

Changes in the recycling industry meet criteria outlined in Section 18(D) of the Contract - Extraordinary Circumstances. Additional financial information, such as audits, can be requested to assist in the review of the proposed rate increase. Staff is recommending approval of a rate increase for recycling beginning July 1, 2019 as outlined in Attachment B.

DISCUSSION

EDD experienced not just a loss of revenues related to recycling, but also additional costs for its distribution. Historically, EDD received approximately \$50 per ton for recycling material; today, EDD pays over \$70 per ton for distribution of recycling, which equates to a \$120 per ton swing in handling recycling materials. There is a significant budget gap EDD is addressing, and increased fees will cover only a portion of this budgetary gap. Changes in the recycling market include loss of markets and lowering of acceptable contamination rates. Note that El Dorado Disposal has never requested an Extraordinary Circumstance rate increase.

El Dorado County conducted an independent audit of El Dorado Disposal that included a commodity (recycling) review. While the basis for fees for El Dorado County is different from Cameron Park Community Services District, the conclusion of the County's report supported a fee increase due to the changes in the commodity market.

El Dorado Disposal is developing new performance criteria regarding education and outreach for implementation. They are hopeful that taking these immediate steps can address the recycling contamination issue, and make recycling efforts more effective. EDD is also proposing future revised Cameron Park Performance Standards for 2019 (see Attachment C).

Budget and Administration Committee

The Budget and Administration Committee considered proposed fee increases at their April and May meetings. Committee members expressed concern over the fee increases, mostly centered on the new recycling fee. Inquiries were made if the fee could be lowered if Cameron Park lowered contamination rates in recycling. The Committee recommended forwarding both fee increases to the Board, with their support of the annual CPI rate increase, but for the full Board to discuss and consider the recycling fee increase.

Attachments:

- A. Resolution 2019-09 Establishing Rates for the Collection of Solid Waste
- B. Proposed 2019 Price Increase – Common Rates
- C. Proposed 2019 Cameron Park Performance Standards

RESOLUTION NO. 2019-09
OF THE BOARD OF DIRECTORS
OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT

May 15, 2019

RESOLUTION ESTABLISHING RATES FOR THE COLLECTION OF
SOLID WASTE WITHIN THE
CAMERON PARK COMMUNITY SERVICES DISTRICT

WHEREAS, the Cameron Park Community Services District (District) and Waste Connections of California, Inc., doing business as El Dorado Disposal Services (Contractor), have entered into a Franchise Agreement, including Amendments thereto (Agreement), for the collection of solid waste within the Cameron Park Community Services District; and

WHEREAS, Contractor is entitled to request certain rate increases outlined in the Agreement; and

WHEREAS, Contractor is requesting an annual rate adjustment of 3.7% based upon the Consumer Price Index (CPI) and fuel charges and has notified District that their Performance Standards are met; and

WHEREAS, additionally, Contractor is requesting a rate increase for Extraordinary Circumstances due to the changes in the recycling market as follows;

	Current	Recycle PI	Rate w/ Recycle PI
35G CAN WEEKLY	\$ 24.46	\$ 1.13	\$ 25.59
35G CAN WEEKLY SR	\$ 19.17	\$ -	\$ 19.17
64G CAN WEEKLY	\$ 27.48	\$ 1.13	\$ 28.61
96G CAN WEEKLY	\$ 35.08	\$ 1.13	\$ 36.21
2yd FEL	\$ 176.16	\$ 17.83	\$ 193.99
20yd RO	\$ 452.30	\$ 45.77	\$ 498.07

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Cameron Park Community Services District approves a requested rate increases of for annual CPI adjustment and Extraordinary Circumstances effective July 1, 2019 for both commercial and residential accounts.

Attachment 12A

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District, at a regular scheduled meeting, held on the 15th day of May 2019, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ATTEST:

Margaret Mohr, President
Board of Directors

Jill Ritzman, General Manager
Secretary to the Board

**CAMERON PARK CSD
2019 PRICE INCREASE - COMMON RATES**

	Current	Recycle PI	Rate w/ Recycle PI	CPI Increase	All-in 7/1 Rate
35G CAN WEEKLY	\$ 24.46	\$ 1.13	\$ 25.59	\$ 0.81	\$ 26.40
35G CAN WEEKLY S	\$ 19.17	\$ -	\$ 19.17	\$ -	\$ 19.17
64G CAN WEEKLY	\$ 27.48	\$ 1.13	\$ 28.61	\$ 0.90	\$ 29.52
96G CAN WEEKLY	\$ 35.08	\$ 1.13	\$ 36.21	\$ 1.14	\$ 37.36
2yd FEL	\$ 176.16	\$ 17.83	\$ 193.99	\$ 6.13	\$ 200.12
20yd RO	\$ 452.30	\$ 45.77	\$ 498.07	\$ 15.74	\$ 513.81

* El Dorado Disposal will continue to hold the 35G Senior rate flat at \$19.17

	32G Sr	Rate Increase (applied to all other rates)	32G Sr w/ incr/decr rate	Monthly Savings to cust	Annual Savings to cust
2011	\$ 19.17	2.52%	\$ 19.65	\$ (0.48)	\$ 5.80
2012	\$ 19.17	2.65%	\$ 20.17	\$ (1.00)	\$ 12.05
2013	\$ 19.17	2.14%	\$ 20.61	\$ (1.44)	\$ 17.23
2014	\$ 19.17	1.32%	\$ 20.88	\$ (1.71)	\$ 20.49
2015	\$ 19.17	-0.46%	\$ 20.78	\$ (1.61)	\$ 19.34
2016	\$ 19.17	0.27%	\$ 20.84	\$ (1.67)	\$ 20.00
2017	\$ 19.17	2.92%	\$ 21.45	\$ (2.28)	\$ 27.31
2018	\$ 19.17	4.21%	\$ 22.35	\$ (3.18)	\$ 38.14
2019	\$ 19.17	3.16%	\$ 24.18	\$ (5.01)	\$ 60.17

Highlights

- 1) We've saved the 32GSr rate-payer \$125 over the last five years by holding rates flat.
- 3) Holding the rate flat in 2019 will still result in a \$220 savings over nine years.

Cameron Park Performance Standards

	January	February	March	April	Performance Key
Residential Outreach					
Three billing inserts per year					Message to be determined by the office staff.
New resident packet					Packets contain collection calendar, collection vouchers, MRF flyer, acceptable recycling items flyer and curbside collection flyer.
Six bi-monthly updates for the CSD website					To be sent to the CSD by office staff.
Special removal (batteries, bulky, oil)					Number of collections per month.
Commercial Outreach					
Meet with 4 commercial businesses per quarter					Sustainability Coordinator to complete.
Three printed outreach pieces sent to businesses per year					Sustainability Coordinator to complete.
Three billing inserts per year					Message to be determined by the Sustainability Coordinator.
Community Event Outreach					
Attend 4 events per year					
Call Answer rate					
Total calls					Total calls for the month.
Average hold time					Customer calls shall be answered within an average of 3 minutes (180 seconds)
Average call length					The total length of call from start to finish.
Hold time >5min as an average across all calls					Number of customer on hold more than 5 min
Complaints					
Total complaints - General, litter and missed pick-ups					We will on average correct 99.95% of customer complaints for each operating year
Reporting					
Annual report, Diversion Report, Performance Standard Reports, Service Area Customer Audit					

Scoring Methodology

- i. 3 billing inserts – pass/no pass 5pts (use pts/% - it's the same)
- ii. New resident packet – pass/no pass 5pts
- iii. 6 bi-monthly website updates – pass/no pass 5pts
- iv. Special bulky removals – pass/no pass 5pts
- v. Business metrics combined – pass/no pass 5pts
- vi. Community outreach events – 10 pts per event available – total 40pts
- vii. Call answer rate – pass/no pass by quarter, 5 pts/qtr – 20pts
- viii. Complaints – pass/no pass by quarter, 5pts/qtr. – 20pts
- ix. Reporting - No points; it just needs to be done to get scored and earn points.

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



Budget and Administration Committee

Tuesday, May 7, 2019

7:00 p.m.

2502 Country Club Drive, Cameron Park

Agenda

Members: Chair Director Monique Scobey (MS), Vice Chair Director Margaret Mohr (MM),
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. Discuss and Consider El Dorado Disposal/Waste Connections – Adjustments for Extraordinary Circumstances & Annual Consumer Price Index Adjustment (J. Ritzman, J. England)**
- 2. 1st Draft FY 2019/20 Preliminary Budget (V. Neibauer & Department Heads)**
- 3. Proposed Legislation – ACA 1 (J. Ritzman)**

4. Staff Updates (V. Neibauer)

- Check Register for Month of April

5. Items for June & Future Committee Meetings

6. 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, May 6, 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), Robert Dalton (RD),
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**

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COMMITTEE REVIEW/ACTION

- 6. **Enforcement of Vehicle Violations (K. Magoolaghan)**
 - Action: Review and Discuss

7. MONTHLY STAFF REPORT

- Staff Update
- Initial Notices - 15
- Final Notices - 4
- Pre-Legal Notices – 2
- Pending - 6
- Legal Cases
- Corrected Violations

ITEMS REQUIRING ACTION

Property Address	Violation	Unit	Clause	Current Status	Action Requested
2926 Royal Park Dr	Debris visible from the road	Deer Creek Estates #1	11	Pre-Legal	Move from Pre-Legal to Legal for limited services

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

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

9. Items to take to the Board of Directors

10. MATTERS TO AND FROM COMMITTEE MEMBERS

11. ADJOURNMENT

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



Fire and Emergency Services Committee
Tuesday, May 7, 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 Margaret Mohr (MM)
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

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DEPARTMENT MATTERS

PUBLIC COMMENT

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- 1. California Climate Investment Fire Prevention Grant Program Presentation** (presentation at Committee meeting in lieu of written report; J. Gaines)
- 2. Review Weed Abatement Program Update** (oral report; S. Moranz)

3. Staff Written Reports & Oral Updates (Chief Moranz)

- *Weed Abatement Expenditure Line Item (J. Ritzman)*
- *Fire Safe Council Project & California Conservation Corps Work Project (S. Moranz)*
- *Cameron Park Lake Dam Emergency Action Plan (S. Moranz & J. Ritzman)*

4. Items for June 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, May 6, 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, Recreation Supervisor Tina Helm,
Parks Superintendent Mike Grassle

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

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DEPARTMENT MATTERS

PUBLIC COMMENT

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- 1. Review Draft Process to Identify Park Improvement Projects for Prop 68 or Other Grant Opportunities (J. Ritzman)**

- 2. Summer Spectacular Update** (oral report - T. Helm, J. Ritzman)

- 3. Community Center Use Reports From New RecTrac; 1st Quarter of 2019** (handout - A. Kimball)

- 4. Staff Written Reports & Oral Updates** (M. Grassle and T. Helm)
 - Theft at Parks Shop
 - Shingle Springs Tribe at Cameron Park Lake
 - Maintenance at Cameron Park Lake
 - Fire Fuel Reduction in Park & Open Space
 - Disc Golf Community Meeting
 - Survey re: Dogs on-leash at Cameron Park Lake

- 5. Items for the June & Future Committee Agendas**

- 6. 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



Solar Energy Ad Hoc Committee
Thursday, April 25, 2019
5:15 p.m.
2502 Country Club Drive, Cameron Park

Agenda

Members: Chair Dan Enright (DE), Vice Chair Glenn Rambach (GR),
Director Margaret Mohr (MM), Director Monique Scobey (MS), Eric Aiston (EA)

Staff: General Manager Jill Ritzman, Parks Superintendent Mike Grassle

CALL TO ORDER

ROLL CALL

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

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DEPARTMENT MATTERS

PUBLIC COMMENT

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- 1. Solar Feedback – Lessons Learned (Paul Gilchrest)**
- 2. Determine Best Path Forward to Secure Solar Vendor**
- 3. Future Meeting Calendar**
- 4. Items for Next & Future Committee Agendas**
 - Enpro Presentation
 - Report Back – Opportunities for Solar Grants & PG&E Co-Generation (Glenn Rambach)
- 5. Items to Take to the Board of Directors**

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT