



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

SPECIAL BOARD MEETING
Thursday, December 16, 2021
6:30 p.m.

Cameron Park Community Center
2502 Country Club Drive, Cameron Park, CA 95682

Board Members

Eric Aiston	President
Felicity Carlson	Vice President
Sidney Bazett	Board Member
Monique Scobey	Board Member
Ellie Wooten	Board Member

CALL TO ORDER

1. Roll Call
 2. Pledge of Allegiance
-

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

ADOPTION OF 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.

Presentation of Signed “History of Cameron Park” Karen Guthrie and Beverly Campbell

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.

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 #13 to be discussed and acted upon individually.

4. **APPROVE** Conformed Agenda – Board of Directors Meeting November 17, 2021
 5. **RECEIVE AND FILE** General Manager’s Report
 6. **APPROVE** 2022 Board and Committee Meeting Calendar
 7. **APPROVE** Resolution 2021-32 Authorizing the Application for Air Quality Management District Vehicle Emission Reduction Grant for Summer Spectacular Shuttles
 8. **RECEIVE & FILE** Revised and Updated CC&R Handbook
-

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.

9. Items removed from the Consent Agenda for discussion
10. **APPROVE** Resolution 2021-33 to Adopt Public Agency Vesting Under Section 22893 Of The Public Employees' Medical And Hospital Care Act
11. **APPROVE** Splash Pad Fundraising Ad Hoc Committee
12. **PROVIDE DIRECTION** Regarding Application for Land & Water Conservation Fund Grant for the Splash Pad at Cameron Park Lake
13. **NOMINATE & ELECT** Election of President and Vice President

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.

14. Committee Chair Report-Outs
 - a. Budget & Administration
 - b. Covenants, Conditions & Restrictions (CC&R)
 - c. Fire & Emergency Services
 - d. Parks & Recreation
15. General Matters to/from Board Members and Staff
 - Upcoming Trainings & Community Meetings
 - SDRMA Spring Education Day, March 22, 2022, 9:00am – 4:00pm at Hilton Sacramento Arden West
 - CSDA Gold Country Chapter Meeting & Workshop, January 26, 9:00am – 12noon (date firm, times are tentative) at Cameron Park Community Center
 - Solar Project Update (oral, J. Ritzman)

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):

- CONFERENCE WITH REAL PROPERTY NEGOTIATIONS pursuant to Government Code section 54956.8, 3301 Spill Way, Cameron Park, CA 95682
District Negotiator: General Manager
- 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 District Employee: General Manager Performance Evaluation/Exit Interview

ADJOURNMENT

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. For the public's information, we are taking email requests at admin@cameronpark.org for future notification of Cameron Park Community Services District meetings.



CONFORMED AGENDA

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

REGULAR BOARD MEETING
Wednesday, November 17, 2021
6:30 p.m.

El Dorado Disposal Educational Reception
6:00-6:30 p.m.
Community is Welcome

Cameron Park Community Center
2502 Country Club Drive, Cameron Park, CA 95682

Board Members

Eric Aiston	President
Felicity Carlson	Vice President
Sidney Bazett	Board Member
Monique Scobey	Board Member
Ellie Wooten	Board Member

CALL TO ORDER 6.33

1. Roll Call
 2. Pledge of Allegiance
-

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

ADOPTION OF 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.

*FC/SB – Motion Passed
Ayes – EA, FC, SB, MS, EW
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.

Active 20/30 Club Check Presentation

April West, Krystal Addington, Mayra Aguilar, Amanda DuBrel, Angela Findleton, Nora Sharp

California Special District Association - Leadership Academy Key Points

Director Scobey, Director Bazett and Mike Grassle

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.

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 #13 to be discussed and acted upon individually.

4. Conformed Agenda – Board of Directors Special Meeting October 20, 2021
5. General Manager’s Report
6. **APPROVE** Accountability Act Report, CC&R Fund 02, for Fiscal Year 2020-2021
7. **RECEIVE AND FILE** Fiscal Year 2021-2022 First Quarter Financial Report
8. **RECEIVE AND FILE Report Out Closed Session October 20, 2021** Approval of Disbursement Agreement, Cameron Park CSD v. Prowest PCM, Inc., El Dorado Superior Court Case No. PC20180258
9. **APPROVE** Resolution 2021-28 to Approve Categorical Exemption for Cameron Park Lake Splash Pad Project
10. **APPROVE** Resolution 2021-29 Agreement between Callander Associates Landscape Architects and Cameron Park Community Services District for Landscape Architecture Services at Eastwood Park.
11. **RATIFY** Employment Contract with Andre Pichly for Service as General Manager
12. **APPROVE** Resolution 2021-30 to Approve a Memorandum of Understanding between Cameron Park Community Services District and Cameron Park Community Services District Employee Association

Motion to adopt the Conformed Agenda correcting the Categorical Exemption language regarding County-owned property to District-owned property.

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

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.

13. Items removed from the Consent Agenda for discussion
14. **WORKSHOP** Recycling Organics (Food Waste) New Requirements (Jeff England, Operations Manager, El Dorado Disposal)
15. **APPROVE** Annual District Fee Review and Proposed Adjustments for Calendar Year 2022

Motion to approve the Fee Schedule eliminating the pool party fee and rounding up the cents to dollars.

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

16. APPROVE Resolution 2021-31 Approving the Office of Traffic Safety Grant Agreement

Motion to adopt the Agenda.

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

17. DISCUSS Assembly Bill 361 Open Meetings

BOARD INFORMATION ITEMS

At this time, the Board and staff are provided the opportunity to speak on various issues. Direction by the President may be given; however, no action may be taken unless the Board agrees to include the matter on a subsequent agenda.

18. Committee Chair Report-Outs
- a. Budget & Administration
 - b. Covenants, Conditions & Restrictions (CC&R)
 - c. Fire & Emergency Services
 - d. Parks & Recreation
19. General Matters to/from Board Members and Staff
- Upcoming Trainings & Community Meetings
 - Solar Project Update (oral, J. Ritzman)

JR – CSDA Gold Country Chapter training in November was cancelled, will try again in early 2022; Chamber Mixer is December 15; CSDA interviewed GM on video for posting on social media; solar active by the end of the year.

MG – solar passed fire inspection, canopy lighting being installed now, trip hazard being addressed.

MS – Boo Bash was amazing; attended EDSWAC

AGENDA

SB – Boo Bash wonderful, Kayla amazing, laughing and positive energy

FC – Jill’s last solo Board meeting & thank you; outreach to multi-family residents and meet in 2022 outside of community center; Boo Bash magical

EW – Attended Board of Supervisors meeting to request funding from American Rescue Funding; engaged with Supervisor Parlin regarding District preferences for re-districting boundary maps

ADJOURNMENT 9:01

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Agenda Transmittal

DATE: December 16, 2021

FROM: André Pichly, General Manager

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

RECOMMENDED ACTION: Receive and File.

I feel I'm off to a good start in my new role as General Manager. To date I have met with most of the full-time staff and board members, received a tour of the Community Center and visited most of the parks. I've participated in staff leadership meetings, had some one-on-one meetings with my direct reports, and made contact with some professional contacts with whom Jill Ritzman has recommended I reach out. I'm spending as much time as I can reading through documents that Jill has provided me that should be further my education about the district and how it functions. In short, I'm using the 30-60-90 Day Plan as a guide to get up to speed.

Jill and I have spent time reviewing the different committee meeting agendas and I attended meetings of the Fire and Emergency Services Committee and Budget and Administration Committee Meeting. During these meeting I was able to observe how the meetings are run and the role the General Manager plays in facilitating those meetings. As of the writing of this report I am working with Finance/HR Officer Christina Greek to finalize the December 16th Board meeting packet so it can be published and posted.

I had a virtual meeting with Debbie Yokota of Special District Risk Management Authority. She was able to guide me through the SDRMA web portal and show me how to navigate that site, and we were able to discuss how the district could save money by continuing to earn credits by staff and board members participating in trainings.

More site visits are scheduled, including a tour with CC&R Officer Jim Mog to learn about his area of responsibilities, and a tour of Cameron Park Lake with Park Maintenance staff. When not in meetings, answering emails, or having phone

conversations, I will continue to study the Strategic Plan and GM transition report provided by Jill.



Agenda Transmittal

DATE: December 16, 2020

FROM: Jill Ritzman, General Manager
André Pichly, General Manager

AGENDA ITEM #6: **2022 BOARD AND COMMITTEE CALENDAR**

RECOMMENDED ACTION: **APPROVE 2022 BOARD AND COMMITTEE CALENDAR**

Staff is continuing best practices established in 2019 for calendaring Board of Directors Regular Board and Committee meetings. District Policy 5010: Board Meetings states that Regular Board meetings will occur on the third Wednesday of each month. District practice is to have Board Committees meet the first Monday and Tuesday of each month. The calendar is adjusted for holidays. Board members have discussed holding meetings at other locations within the community, such as parks, fire stations and other public places.

Staff proposes eliminating the second Board of Directors meeting in June. A practice of a second meeting began in 2019 to avoid public hearings for both budget and weed abatement liens occurring at the same meeting, causing a lengthy meeting. In recent years, the weed abatement lien hearing has been relatively brief, preventing a need for the second meeting.

Staff is recommending approval of the 2022 Calendar for Regular Board and Committee Meetings. If a Regular meeting is changed from the dates cited in the attached calendar, staff will seek approval from the Board thirty days in advance, whenever possible.

Attachment:

6A – 2022 Calendar

Cameron Park Community Services District

Board and Committee Meeting Dates

2022

Month	Date of Meeting	Time of Meeting	Type of Meeting
January	3 rd – Monday	5:30 p.m.	CC&R
	3 rd – Monday	6:30 p.m.	Parks & Recreation
	4 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	4 th – Tuesday	6:30 p.m.	Budget & Administration
	19 th – Wednesday	6:30 p.m.	Board of Directors
February	1 st – Tuesday	5:30 p.m.	Fire & Emergency Services
	1 st – Tuesday	6:30 p.m.	Budget & Administration
	7 th – Monday	5:30 p.m.	CC&R
	7 th – Monday	6:30 p.m.	Parks & Recreation
	16 th – Wednesday	6:30 p.m.	Board of Directors
March	1 st – Tuesday	5:30 p.m.	Fire & Emergency Services
	1 st – Tuesday	6:30 p.m.	Budget & Administration
	7 th – Monday	5:30 p.m.	CC&R
	7 th – Monday	6:30 p.m.	Parks & Recreation
	16 th – Wednesday	6:30 p.m.	Board of Directors
April	4 th – Monday	5:30 p.m.	CC&R
	4 th – Monday	6:30 p.m.	Parks & Recreation
	5 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	5 th – Tuesday	6:30 p.m.	Budget & Administration
	20 th – Wednesday	6:30 p.m.	Board of Directors
May	2 nd – Monday	5:30 p.m.	CC&R
	2 nd – Monday	6:30 p.m.	Parks & Recreation
	3 rd – Tuesday	5:30 p.m.	Fire & Emergency Services
	3 rd – Tuesday	6:30 p.m.	Budget & Administration
	18 th – Wednesday	6:30 p.m.	Board of Directors
June	6 th – Monday	5:30 p.m.	CC&R
	6 th – Monday	6:30 p.m.	Parks & Recreation
	7 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	7 th – Tuesday	6:30 p.m.	Budget & Administration
	15 th – Wednesday	6:30 p.m.	Board of Directors

Month	Date of Meeting	Time of Meeting	Type of Meeting
July	11 th – Monday	5:30 p.m.	CC&R
	11 th – Monday	6:30 p.m.	Parks & Recreation
	5 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	5 th – Tuesday	6:30 p.m.	Budget & Administration
	20 th – Wednesday	6:30 p.m.	Board of Directors
August	1 st – Monday	5:30 p.m.	CC&R
	1 st – Monday	6:30 p.m.	Parks & Recreation
	2 nd – Tuesday	5:30 p.m.	Fire & Emergency Services
	2 nd – Tuesday	6:30 p.m.	Budget & Administration
	17 th – Wednesday	6:30 p.m.	Board of Directors
September	12 th – Monday	5:30 p.m.	CC&R
	12 th – Monday	6:30 p.m.	Parks & Recreation
	6 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	6 th – Tuesday	6:30 p.m.	Budget & Administration
	21 st – Wednesday	6:30 p.m.	Board of Directors
October	3 rd – Monday	5:30 p.m.	CC&R
	3 rd – Monday	6:30 p.m.	Parks & Recreation
	4 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	4 th – Tuesday	6:30 p.m.	Budget & Administration
	19 th – Wednesday	6:30 p.m.	Board of Directors
November	7 th – Monday	5:30 p.m.	CC&R
	7 th – Monday	6:30 p.m.	Parks & Recreation
	1 st – Tuesday	5:30 p.m.	Fire & Emergency Services
	1 st – Tuesday	6:30 p.m.	Budget & Administration
	16 th – Wednesday	6:30 p.m.	Board of Directors
December	5 th – Monday	5:30 p.m.	CC&R
	5 th – Monday	6:30 p.m.	Parks & Recreation
	6 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	6 th – Tuesday	6:30 p.m.	Budget & Administration
	21 st – Wednesday	6:30 p.m.	Board of Directors



Agenda Transmittal

DATE: December 16, 2021

FROM: Jill Ritzman, General Manager
André Pichly, General Manager

AGENDA ITEM #7: **AIR QUALITY MANAGEMENT DISTRICT, MOTOR VEHICLE EMISSIONS REDUCTION GRANT FOR THE SUMMER SPECTACULAR SHUTTLE IN 2022 AND 2023**

RECOMMENDED ACTION: **APPROVE RESOLUTION NO. 2021-32**

Introduction

Since 2015, Cameron Park Community Services District applied for and received Air Quality Management District, Motor Vehicle Emissions Reduction Grant to fund free shuttle service for Summer Spectacular. Staff recommends the Board of Directors adopt Resolution No. 2021-32 which:

- Authorizes staff to submit a grant proposal in the amount of \$2,975;
- Commits to a match of \$595 (16.66% of project costs) generated from Summer Spectacular ticket sales;
- Authorizes the General Manager to sign and executed any grant related documents.

DISCUSSION

The shuttle decreases an estimated 900 vehicle trips, reducing air pollution and alleviating parking and traffic congestion. If awarded, the grant will fund shuttle service in 2022 and 2023.

Attachment:

7A - Resolution No. 2021-32

RESOLUTION NO. 2021-32
of the BOARD OF DIRECTORS of the
CAMERON PARK COMMUNITY SERVICES DISTRICT

December 16, 2021

**RESOLUTION AUTHORIZING SUBMISSION OF GRANT PROPOSAL FOR
AB 2766 MOTOR VEHICLE EMISSIONS REDUCTIONS GRANT, 2022-2023**

WHEREAS, the Summer Spectacular event continues to grow which creates air pollution from vehicle traffic; and

WHEREAS, the Cameron Park Community Services District (District) wishes to provide a free shuttle to the Cameron Park Lake for the Summer Spectacular event; and

WHEREAS, the District is eligible for AB 2766 Motor Vehicle Emissions Reductions Grant 2022-2023 offered by the El Dorado County Air Quality Management District.

NOW, THEREFORE, BE IT RESOLVED that District hereby:

1. Authorizes staff to submit a grant proposal to the El Dorado County Air Quality Management District for the AB 2766 Motor Vehicle Emissions Reductions Grant, 2022-2023, in the amount of \$2,975.
2. Authorizes a commitment of \$595 as matching funds for the grant proposal, which will be raised through ticket sales.

RESOLVED FURTHER, that staff be directed to file a copy of this Resolution with the El Dorado County Air Quality Management District as required by the grant procedures, and that staff is hereby authorized to take any and all actions necessary to be in compliance with the requirements of the grant.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting held on December 16, 2021 by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Director Eric Aiston, President
Board of Directors

André Pichly, General Manager
Secretary to the Board

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: December 16, 2021

FROM: Jim Mog, CC&R Officer

AGENDA ITEM #8: **CC&R HANDBOOK - FINAL**

RECOMMENDED ACTION: Receive & File

The CC&R Committee's 2021 Work Plan included updating the CC&R Handbook. Committee discussed and edited the CC&R Handbook in November, and finalized the new CC&R Handbook in December. The newly revised Handbook simplifies the description of duties for the CC&R committee, aligns procedural items to current practices, and refers to Board Policy 3060 - Board Committees regarding community member appointments. With the Committee's recommendation, the updated CC&R Handbook is being forwarded to the Board of Directors as a receive and file.

Attachments:

8A. CC&R Handbook – final, clean copy

**CAMERON PARK COMMUNITY SERVICES DISTRICT
CC&R PROCEDURES HANDBOOK**

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ATTACHMENTS Attachment A: CA Government Code Section 61601.10
Attachment B: Temporary Variance for Hardship


**CAMERON PARK COMMUNITY SERVICES DISTRICT
CC&R PROCEDURES HANDBOOK**

PROCEDURE: CC&R ENFORCEMENT

ARTICLE I - OVERVIEW

- A. Authority:** Pursuant to Government Code Section 61601.10 (Attachment A), in November 1986, the residents of Cameron Park voted to extend the authority of the Cameron Park Community Services District (“District” or “CPCSD”) to include enforcement of the Declarations of the Covenants, Conditions and Restrictions (“CC&Rs”) which are recorded in each subdivisions comprising of Cameron Park.
- B. Funding:** The Cameron Park Community Services District can collect anywhere from \$7.00 to \$12.00 dollar fee per parcel to fund the CC&R enforcement program. In addition, the District will continue its efforts to seek fining authority through approved legislature of the Davis-Sterling Act. Monies received, if any, from the payment of fines levied against property owners for CC&R violations, will be used solely for the purpose of funding the Districts CC&R enforcement program. In addition, should the District be successful in recovering its attorney fees or costs of suit in a CC&R enforcement action, the recovered funds will also be re-deposited in the CC&R enforcement fund.
- C. Goals & Objectives:** The objective of the District is to enforce all CC&Rs in a uniform, consistent and non-discriminatory manner. CC&R enforcement is necessary in order to preserve and enhance property values throughout the community, to protect and maintain the quality of all residential areas in Cameron Park.
- D. Open Communication:** The District encourages members of the community to communicate to the CC&R Committee and staff any concerns or suggestions they may have concerning the enforcement of the CC&Rs or actions taken by the District, and the District encourages members of the community to report, by telephone or written complaint, possible CC&R violations to the CC&R Compliance Officer.
- E. Enforcement Personnel:** The District employs a CC&R Compliance Officer who shall perform duties in a reasonable, timely and non-discriminatory manner. The District’s principal objective in appointing a CC&R Compliance Officer is to provide resident property owners with a means of impartially overseeing enforcement of the CC&Rs. To this end, every agenda for a regular CC&R Committee meeting shall provide an opportunity for members of the public to directly address the committee on items of interest or concern.
- F. Meetings:** The CC&R Committee shall meet, once a month to address items of interest or concern except as follows: If (a) there are no agenda items requiring a vote by the CC&R Committee and (b) the District has not received any requests from community members desiring to address the CC&R Committee, then the decision may be made to cancel the meeting. However, if two successive meetings are cancelled for any reason(s), the CC&R Committee shall convene the next regular scheduled monthly meeting. The CC&R Compliance Officer in conjunction with the CC&R Committee Chairperson may make the decision to cancel meetings. All CC&R Committee meetings shall be public.

G. Agendas: The committee shall post, on District bulletin boards and District website an agenda for each meeting at least seventy-two (72) hours prior to each meeting per Gov't. Code 54954.2.



**CAMERON PARK COMMUNITY SERVICES DISTRICT
CC&R PROCEDURES HANDBOOK**

PROCEDURE: CC&R VIOLATIONS

ARTICLE II

A. Investigation of CC&R Violations: When the CC&R Compliance Officer receives a complaint regarding an apparent CC&R violation or if the Compliance Officer observes a possible violation, the following steps shall be taken:

- 1.) Determine which CC&R provisions apply to the tract and if a violation exists.
- 2.) Perform a visual inspection before taking further action.
Resident complaints are received via the District website. Complainant is not required to leave name, address or telephone number. If complainant chooses to leave name, address and telephone number it becomes public record.

B. Monthly Reports to CC&R Committee: The CC&R Compliance Officer shall be responsible for the preparation of a monthly CC&R Case Management Report. The report will contain all escalating cases i.e. initial notices, final notices, pre-legal, legal, refer to legal and variances. The report will not list unverified complaints, courtesy notices, referred to outside agencies or verbal warnings.

**CAMERON PARK COMMUNITY SERVICES DISTRICT
CC&R PROCEDURES HANDBOOK**

PROCEDURE: CC&R ENFORCEMENT PROCESS

ARTICLE III

- A. First Contact Notice to Owners:** The CC&R Officer will engage property owners through a variety of mediums including person to person conversations, door hangers, verbal warnings and courtesy notices.
- B. Initial Notice to Owners:** When the CC&R Compliance Officer determines that a property owner and/or resident is engaging in conduct or activity or has created a condition which reasonably appears to be a violation of the CC&Rs applicable to the owner's property, the Officer shall first issue an initial notice, via first class mail, written to the recorded owner of the property. The Notice shall specifically set forth the following:
1. Specific nature of the CC&R violation including a reference to the paragraph or section number alleged to be violated.
 2. A request that the conduct or activity constituting the alleged violation be resolved and rectified.
 3. Appellate steps available to the resident in relation to the violation
- C. Final Notice to Owners:** In the event the property owner fails to comply with the First Notice of the CC&R violation, the CC&R Compliance Officer shall issue a Final Notice informing the property owner to contact the CC&R Officer and comply with the violation. The CC&R Officer may grant a longer time depending on the situation. Steps to appeal the violation will also be listed within the Final Notice.
- D. Pre-Legal Notice to Owners:** In the event the property owner/resident fails to comply to the Final Notice of CC&R violation, the CC&R Compliance Officer may issue a Pre-Legal Notice informing the property owner of the date, time and place of the meeting and the District's intent to forward said CC&R violation to Districts legal counsel. All Pre-Legal Notices are to be sent by First Class mail with tracking number. The meeting will be held in open session unless otherwise advised by legal counsel to meet in closed session in accordance with existing law set forth in the Brown Act. The Committee shall open the meeting and allow a reasonable time for all information as follows:
- Compliance Officer presents all facts and circumstances comprising of the alleged violation of the CC&Rs.
 - The property owner shall then be given the opportunity to present any evidence, witnesses or comments.
 - The Committee shall afford interested community members and each member of the committee an opportunity to address issues, questions, evidence or make a relevant comment.
 - The CC&R Committee recommendation, by motion and vote for Legal Action, shall be forwarded to the Board of Director's by the CC&R Compliance Office.
- E. Hearing Continuance:** If the property owner/resident demonstrates, to the CC&R Compliance Officer good cause as to why he/she cannot attend the scheduled meeting, the requesting party shall be

granted one continuance as a matter of right. The hearing shall be rescheduled to the next regularly scheduled CC&R meeting and notice of meeting shall be sent to the property owner

- F. Failure to Appear:** If the property owner/resident fails to appear at the meeting or to request continuance, the Committee shall proceed with the meeting and may reach a decision based upon the presentation of the CC&R Compliance Officer and the testimony, if any of other interested parties.
- G. Failure to Comply (Pre-Legal Notice):** If the property owner fails to participate in a meeting to resolve the alleged CC&R violation, or the property owner has been found by the CC&R Committee to be in violation of the applicable CC&Rs, or if the property owner fails to correct the condition or to cease the activity constituting the alleged violation, the CC&R Committee's recommendation shall be referred to the CPCSD Board of Director's for final disposition. The Board may affirm or overturn the decision of the CC&R Committee. If the Committee's action is upheld, refer the matter to legal counsel with instructions to pursue all appropriate legal and/or equitable remedies to compel compliance.
- H. Repeat Offenders:** If the property owner repeats a prior violation, then the CC&R Compliance Officer shall issue a notice via first class mail, written to the recorded owner of the property. The notice shall specifically set forth the following:
1. Specific nature of the CC&R violation including a reference to the paragraph or section number alleged to be violated.
 2. A request that the conduct or activity constituting the alleged violation is resolved and rectified.
 3. Appellate steps available to the owner in relation to the violation.
 4. A statement that if the property owner fails to timely comply, then the District's next enforcement step will be the step after the last step that the District had previously taken upon the prior violation that has been repeated.

The notice applies no matter when the prior violation occurred. A repeat of a prior violation is a violation that is the same or substantially similar to the prior violation. For example, a repeat of a prior violation is when an owner had parked a recreational vehicle without it being properly screened in violation of the CC&Rs and then later parks a different recreational vehicle without screening in violation of the CC&Rs.

**CAMERON PARK COMMUNITY SERVICES DISTRICT
CC&R PROCEDURES HANDBOOK**

PROCEDURE: CC&R COMMITTEE

ARTICLE IV

General Description of the CC&R Citizen Committee Selection & Appointment:

Members of the community are hereby appointed and designated by the District Board President as members of the CC&R Committee per Policy 3060 Board Committees

Interested community members are to submit for selection process;

- a. Previous experience on volunteer committees
- b. Reason for wanting to be a committee member are specified.
- c. Availability to participate in the meetings and other likely responsibilities of a Committee member.

Tasks to be performed by CC&R Committee Members:

- Conduct meetings referred to the Committee by the CC&R Compliance Officer.
- Recommend legal action to the CPCSD Board to compel compliance of CC&R infractions.
- Review and update policies and procedures for ultimate approval by the Board
- Conduct open communication with the public in collaboration with the CC&R Officer.

**CAMERON PARK COMMUNITY SERVICES DISTRICT
CC&R PROCEDURES HANDBOOK**

PROCEDURE: ROLES OF COMMITTEE AND STAFF:

ARTICLE V - OFFICERS

- Chairperson - Conduct all meetings
- Vice-chairperson - Shall back up Chairperson

Officer Nomination Procedures - The Committee officers shall be elected at the January meeting by a quorum vote of the committee, and shall take over responsibilities immediately after officer selection.

Quorums - For valid action, the Committee can only take action if a quorum of at least three (3) voting members are present at a duly noticed meeting. A valid action requires a unanimous vote with three (3) members present.

Role of District Staff - The CC&R Compliance Officer or an individual appointed by the General Manager shall act as secretary, take notes of meetings, create and issue all correspondence and other memoranda to and from the Committee

Attendance Requirements - If a member of the Committee fails to attend three consecutive regular meetings, without good cause, a new member will be chosen as a replacement to fill the vacancy.

**CAMERON PARK COMMUNITY SERVICES DISTRICT
CC&R PROCEDURE HANDBOOK**

PROCEDURE: **CC&R PROCESS:**

ARTICLE VI

Amendment to Existing CC&Rs: CC&Rs may be amended in accordance with the amendment provisions contained in the CC&Rs and other legal requirements, if any. It shall be the responsibility and obligation of property owners to provide the District with a copy of any amendments passed by the necessary percentage of property owners as described in each CC&R. The District however, may respond to inquiries and offer suggestions concerning proposed amendments when such input or comment is requested by the proponents of the amendment. . The District website provides a guide and procedures for amending CC&R's.

Temporary Variance for Hardship: The CC&R Committee may grant a temporary variance for hardship (Attachment B.) Temporary Variance for Hardship was approved by the CC&R Committee on January 7th 2019. This process for a temporary variance and its requirements for approval are specific and are not permitted in any CC&R that prohibits variances.

Attachment A**Section 61601.10 of the Government Code:**

(a) Notwithstanding the provisions of Section 61600, whenever the board of directors of a district listed in subdivision (b) determines by resolution that it is feasible, economically sound, and in the public interest, and if a majority of the voters voting on the proposition vote in favor of the additional purpose pursuant to Section 61601, the district may enforce the covenants, conditions, and restrictions adopted for each tract within the district and assume the duties of the architectural control committee for each tract within the district for the purposes of maintaining uniform standards of development within each tract as adopted in the covenants, conditions, and restrictions. The district shall exercise the duties of an architectural control committee for any tract only to the extent that an architectural control committee is authorized by the covenants, conditions, and restrictions that apply to the tract. For the purposes of this subdivision, “tract” means any parcel of land for which the county or the city has authorized development. The district may divest itself of the power in the same manner as the power was acquired.

(b) This section shall apply only to the following districts:

- (1) Bel Marin Keys Community Services District.
- (2) Big River Community Services District.
- (3) Brooktrails Community Services District.
- (4) Cameron Estates Community Services District.
- (5) Cameron Park Community Services District.
- (6) El Dorado Hills Community Services District.
- (7) Golden West Community Services District.
- (8) Lake Shastina Community Services District.
- (9) Rancho Murieta Community Services District.
- (10) Salton Community Services District.
- (11) Sea Oasis Community Services District.
- (12) Stallion Springs Community Services District.
- (13) Tenaja Community Services District.
- (14) Springfield Meadows Community Services District.
- (15) Wallace Community Services District.
- (16) Mountain House Community Services District.
- (17) Bear Valley Community Services District.

Attachment B**Temporary Variance for Hardship.**

1. a. Property owners requesting a temporary variance due to a hardship must submit a request to the CC&R Committee. A \$50.00 application fee will be due at that time. The CPCSD will place the property owner's request on the CC&R Committee's meeting agenda for review and action.

b. After the property owner obtains the CC&R Committee's approval for the temporary variance, conditioned on the property owner obtaining written signed consents from proximal neighbors ("conditional approval"), then the property owner must engage proximal neighbors as follows.

c. Within thirty days of the CC&R Committee giving conditional approval for the temporary variance, the property owner must obtain written signed consent to the variance from no less than 66.7% of the property owners that are both within (i) 250 feet of the subject property boundary and (ii) within the same subdivision. CC&R Officer reserves the right to reasonably adjust the distance on a case by case basis when additional property owners may be affected.

d. The property owner must obtain the written signed consent pursuant to 1.a. above on a form provided by the District, which outlines the proposed variance.

e. If the property owner is able to obtain the required consents, then they may submit the form to the CC&R Compliance Officer for final approval.

1. Upon the CC&R Compliance Officer's final approval:

a. The temporary variance will be granted for a period of 60 days from the final approval. The variance will be posted on the CPCSD website and in a conspicuous location at the District Office during that time.

b. If after 60 days no complaints pertaining to the requested temporary variance have been submitted to the CC&R Compliance Officer, the temporary variance will automatically convert to the full timeframe as approved by the CC&R Committee not to exceed 12 months from commencement. If the CC&R Compliance Officer receives complaints within the 60-day period, then the CPCSD will notify the property owner of the complaints, and the CC&R Committee will place the matter of the temporary variance on its meeting agenda for review and action, which may include termination of the temporary variance.

c. A \$50.00 administrative fee will apply and must be paid prior to the temporary variance going into effect.

2. If a property owner would like to renew the temporary variance:

- a. The CC&R Compliance Officer must receive written notification of the request to renew at least 60 days prior to the expiration of the temporary variance.
 - b. Once the CC&R Compliance Officer receives the request to renew, it will place the matter of the renewal on the CC&R Committee's meeting agenda for review and action, which may include granting the request for the renewal. While the request is pending, the temporary variance will remain in effect. .
 - c. A request for variance is not required for renewal. However, the District will send the owner's renewal request to the neighboring property owners as determined per 1(a) of this procedure at least fifteen days before the CC&R Committee decides whether to grant the property owner's request, to allow for public comment.
 - d. An additional \$50.00 Administrative Fee will also apply and must be paid for each subsequent renewal of the variance.
3. Once a variance is granted, the following conditions will also apply:
- a. If the subject property is sold, the temporary variance will be automatically terminated.
 - b. If the property owner deviates from any of the conditions imposed by the CC&R Committee, then the variance will be terminated immediately upon confirmation of the deviation by the CPCSD CC&R Compliance Officer.

Variations will not be granted where a given set of CC&Rs explicitly prohibit such variations.



Agenda Transmittal

DATE: December 16, 2021

FROM: Jill Ritzman, General Manager
André Pichly, General Manager

AGENDA ITEM #10: **Resolution to Adopt Public Agency Vesting Under Section 22893 of the Public Employees' Medical and Hospital Care Act**

RECOMMENDED ACTION: APPROVE Resolution 2021-33

Introduction

Staff is recommending that the Board of Directors approve Resolution 2021-33 that will require new employees hired after February 1, 2022 to work for the District for at least five years to qualify for retiree health care for themselves and their families upon retirement from the District. This stipulation was included in the recently approved labor agreement.

Budget and Administration Committee

The Budget and Administration Committee asked staff to investigate further two clauses within the Resolution, and to determine if the Resolution could be implemented on January 1, 2022 instead of February 1, 2022. Staff will report back to the Board during the meeting.

Discussion

If the Board of Directors approves the attached Resolution to Adopt Public Agency Vesting under Section 22893 of the Public Employees' Medical and Hospital Care Act, employees hired after February 1, 2022 must

- ✓ work for the District for five years to qualify for retiree health benefits and
- ✓ must retire from the District.

The District will pay up to the amount specified in the Resolution. The rate specified in the Resolution will adjust by the Consumer Price Index (CPI) each year.

Attachments:

10A. CalPERS Resolution 2021-33

**RESOLUTION NO. 2021-33
ELECTING TO ADOPT PUBLIC AGENCY VESTING UNDER SECTION 22893
OF THE PUBLIC EMPLOYEES’ MEDICAL AND HOSPITAL CARE ACT**

WHEREAS, (1) Cameron Park Community Services District is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, (2) Government Code Section 22893 provides that a contracting agency subject to the Act the may file a resolution with the Board of the California Public Employees’ Retirement System to provide a postretirement health benefits vesting requirement to employees who retire for service in accordance with Government Code Section 22893; and

WHEREAS, (3) Cameron Park Community Services District certifies, some or all employees are represented by a bargaining unit and there is an applicable memorandum of understanding; and

WHEREAS, (4) The credited service of an employee for purposes of determining the percentage of employer contribution applicable under Government Code Section 22893 shall mean service as defined in Government Code Section 20069, except that not less than five years of that service shall be performed entirely with the Cameron Park Community Services District; and

WHEREAS, (5) The employer contribution for active employees cannot be less then what is defined in Government Code Section 22892(b); now, therefore be it

RESOLVED, (a) That employees first hired on or after the effective date of this resolution shall be subject to the requirements defined in Government Section 22893, except that the employer may, once each year without discrimination, allow all employees who were first employed before Government Code Section 22893 became applicable to the employer to individually elect to be subject to the provisions of Government Code Section 22893, and the employer shall notify the Board which employees have made that election; and be it further

RESOLVED, (b) That the employer contribution for each annuitant subject to vesting shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of:

Medical Group	Monthly Employer Health Contribution for Vesting (Year 2022)		
	Self	Self+1	Self+ Family
001 General Manager	\$816.00	\$1,548.00	\$1,983.00
002 Fire, Admin, Misc.	\$816.00	\$1,548.00	\$1,983.00
003 General Employees	\$816.00	\$1,548.00	\$1,983.00
004 Local One Members	\$816.00	\$1,548.00	\$1,983.00

but not less than the amounts prescribed by Section 22893(a)(1), plus administrative fees and Contingency Reserve Fund assessments; and be it further

- RESOLVED, (c) That the percentage of employer contribution payable for post-retirement health benefits for each annuitant shall be based on the employee's completed years of credited service based upon the table in Government Code Section 22893; and be it further
- RESOLVED, (d) Cameron Park Community Services District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (e) That the participation of the employees and annuitants of Cameron Park Community Services District shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Cameron Park Community Services District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees' Retirement System may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further
- RESOLVED, (f) That the executive body appoint and direct, and it does hereby appoint and direct, André Pichly, General Manager to file with the Board a verified copy of this resolution, and to perform on behalf of Cameron Park Community Services District all functions required of it under the Act; and be it further
- RESOLVED, (g) That coverage under the Act be effective on **February 1, 2022**.

Adopted at a special meeting of the Cameron Park Community Services District Board of Directors at Cameron Park Community Services District, this 16th day of December, 2021.

Signed: _____
Eric Aiston, President, Board of Directors

Attest: _____
André Pichly, General Manager



Agenda Transmittal

DATE: December 16, 2021

FROM: Jill Ritzman, General Manager
André Pichly, General Manager

AGENDA ITEM #11: SPLASH PAD FUNDRAISING AD HOC COMMITTEE

RECOMMENDED ACTION: APPROVE

Introduction

Due to interest expressed by Board members, staff is developing Splash Pad Funding Ad Hoc Committee guidelines. Policy 4060 - Committees of the Board of Directors outlines the formation of Ad Hoc Committees as follows:

4060.1 The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

Parks and Recreation Committee

The Parks and Recreation Committee discussed the elements of the proposed Ad Hoc Committee and asked staff to add language regarding a term. Committee is forwarding to the Board of Directors with support.

Discussion

Staff recommends that the leadership of the Committee be comprised of five people, one to two Board members, a Cameron Park Community Foundation Board member and two to three community members. There may be many community members involved in the Committee's efforts, but the leadership and planning remains with individuals assigned to the Ad Hoc Committee by the Board President. The General Manager or their designee will attend and support the efforts of the Ad Hoc Committee. To realize the greatest financial benefit of fundraising efforts, District staff's participation should remain minimal and in a support role.

Below are the proposed duties of the Ad Hoc Committee:

- ✓ Enter into an agreement with Cameron Park Community Foundation to be the recipient of funds;
- ✓ Develop a uniform campaign message regarding project funding needs that is approved by the General Manager;
- ✓ Develop a recognition program that is funded by non-District resources, located at or near the project site, requires little to no future maintenance and approved by the Board of Directors;
- ✓ With the General Manager, determine aspects of the project that would benefit from in-kind donations early in the planning process;
- ✓ Plan and implement a fundraising campaign that is funded by non-District resources.
- ✓ Committee term begins January 2022 and concludes when Splash Pad including all its elements are funded and donors are recognized.

Conclusion

The Ad Hoc Committee, comprised of Board members, community members and the Cameron Park Community Foundation, has a great opportunity to inspire community support for the Splash Pad. In its time, the Swimming Lagoon was an iconic park amenity that created memories for many, many Cameron Park families. With its unique design features and easy accessibility for everyone, the Splash Pad creates a new, unique experience in Cameron Park's park system.



Agenda Transmittal

DATE: December 16, 2021

FROM: Jill Ritzman, General Manager
André Pichly, General Manager

AGENDA ITEM #12: **LAND & WATER CONSERVATION FUND GRANT FOR SPLASH
PAD AT CAMERON PARK LAKE**

RECOMMENDED ACTION: Provide Direction to Staff

Introduction

The Land and Water Conservation Fund (LWCF) was established by Congress in 1964 to fulfill a bipartisan commitment to safeguard our natural areas, water resources and cultural heritage, and to provide recreation opportunities to all Americans. Earnings from offshore oil and gas leasing fund the grant program. The competitive grant is administered by the State Office of Grants and Local Assistance.

Parks and Recreation Committee

The Parks and Recreation Committee discussed the grant and is forwarding staff's recommendation to the Board of Directors with support.

Discussion

As a special district, Cameron Park Community Services District is eligible to receive funds from LWCF. The grant funds up to 50% of a project's total costs up to \$6 million, including planning and permitting, requiring a 50% match from the local agency. Many agencies choose not to apply for federal grants due to the significant application requirements and the land within the project area is placed under federal protection to preserve the public's outdoor recreational use of the site in perpetuity.

Application deadline is February 1, 2022 (Attachment 11A). Information from the State Park Program (competitive Prop 68 grant) application can be used as a basis for the

LWCF grant, and the District's contract grant writer is available for support. Grant funding is awarded in summer 2022 with construction start in fall 2022. The current construction timeline is for spring 2022. If the District applies for LWCF funds, construction would need to be delayed by six months to wait for the outcome of the grant award.

Conclusion

Staff is recommending that the District apply for the LWCF grant and delay construction of the Splash Pad to winter 2022. If the grant is awarded, the District's existing local funding can be used for park improvements in other high priority areas including Rasmussen, Gateway and Dunbar Parks; install shade at the pool; and construct new park signs. In addition, the District's local funding will leverage new competitive grant opportunities in the future.

If supported by the Board of Directors, staff will return to the Board for approval of the application and a resolution authorizing the application.

Attachments:

12A. Land and Water Conservation Fund Competitive Program Timeline



Land and Water Conservation Fund (LWCF) Competitive Program Timeline

Date	Milestone/Task
November 2021	Application Webinars <i>Technical assistance by the Competitive Program Team.</i>
February 1, 2022, by 5pm	Application Deadline
Spring 2022	Application review
Summer 2022	Department announces recommended projects.
Fall 2022 – Summer 2023	Approximate Start Date <i>After Section 106 is complete, it can take up to one year for NPS to approve (obligate) the project for funding.</i>
Fall 2022 – June 30, 2025	Grant Performance Period (up to 3 years from NPS approval of the project). Dates are dependent on the applicant's project timeline and NPS' review and approval. <i>Exceptions: Pre-award project planning costs (design, planning, engineering, Section 106, CEQA, etc.) can be incurred up to three years before the application is submitted to NPS (estimated July 2022).</i>

Please contact your [Competitive Review Project Officer](#) with additional questions.

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: December 16, 2021

FROM: Jill Ritzman, General Manager
André Pichly, General Manager

AGENDA ITEM #13: ELECTION OF PRESIDENT AND VICE PRESIDENT

RECOMMENDED ACTION: NOMINATE AND ELECT BOARD OF DIRECTORS' PRESIDENT AND VICE PRESIDENT

The Cameron Park Community Services District (District) Bylaws, Section 5.1, defines the Officers of the District Board as a President and Vice President. Traditionally, the Officers have been elected in December to begin a one year term starting in January for the calendar year. Officers are determined by a majority vote of the Board. The President and Vice President should be voted on separately.

District Policy 4060.2 states the President shall appoint and publicly announce the members of the Board Committees no later than January. Staff have collected Board Member preferences for and will provide the information to the newly elected President. Committee assignments will be posted on the website.

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



Budget and Administration Committee
Tuesday, December 7, 2021
6:30 p.m.

Cameron Park Community Center
2502 Country Club Drive, Cameron Park

Agenda

Members: Chair Director Eric Aiston (EA), Vice Chair Director Felicity Wood Carlson (FC)

Alternate Director Monique Scobey (MS)

Staff: Jill Ritzman, General Manager; Christina Greek, Finance/HR Officer

CALL TO ORDER

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.

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

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

DEPARTMENT MATTERS

- 1. Resolution to Adopt Public Agency Vesting Under Section 22893 Of The Public Employees' Medical And Hospital Care Act (J. Ritzman)**
- 2. Annual Finance Action Items for the Budget & Admin Committee (C. Greek)**
- 3. Staff Updates**
 - a. Check Register Review (C. Greek)

- b. Finance Office Monthly Report (C. Greek, oral)
- c. Legislative Updates (J. Ritzman, oral)
- d. ARC meetings & AB 361

4. Items for December & Future Committee Meetings

5. 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, December 6, 2021
5:30 p.m.

Cameron Park Community Center
2502 Country Club Drive, Cameron Park, CA 95682

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

Director Scobey has a planned absence; therefore, Director Bazett will attend as the alternate

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.

DEPARTMENT MATTERS

6. Revenue Enhancements for Local Public Agencies (J. Ritzman, Presentation)

7. Proposed CC&R Amendment for Cameron Park #13, Section 7 (J. Mog)

8. Review Final Draft CC&R Handbook (J. Mog)

9. MONTHLY STAFF REPORT

8a. Open Violations, CC&R Violation Manager Case Detail Report

- Referred to Legal – 2 (1 old and need Legal Status)
- Pre-Legal Notices – 0
- Final Notices - 5
- Initial Notices – 15
- Variance – 1
- 10/26/21 - 12/1/21 New Cases - 7
- 10/26/21 - 12/1/21 Cleared Cases - 19
- Total Cases Open = 65

8b. Architectural Review Projects – Period – 10/26/21 – 12/1/21

- Projects Reviewed – 17
- Approved – 17

10. Staff Updates

- Annual Committee Member appointments - deadline for submitting interest is December 15, 2021 for a 2022 appointment.
- New General Manager, André Pichly started work on December 1, and will be attending meetings beginning in January 2022.

11. Items for Future CC&R Committee Agendas

12. Items to take to the Board of Directors

13. MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

14. ADJOURNMENT



**Fire and Emergency Services Committee
Tuesday, December 7, 2021
5:30 p.m.**

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

Agenda

Members: Chair Director Sidney Bazett (SB), Vice Chair Director Monique Scobey (MS)
Alternate Director Eric Aiston (EA)

Staff: General Manager Jill Ritzman, Chief Sherry Moranz

CALL TO ORDER

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.

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

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

DEPARTMENT MATTERS

- 1. Fire Station 88 Proposed Improvements** (J. Agustin, K. Richards)
- 2. Staff Updates**
 - a. Fire Department Report (oral, J. Agustin)
 - b. Updated Organizational Chart – Fire Department (hand-out, J. Agustin)

3. Items for September and Future Committee Agendas

4. 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



Parks & Recreation Committee
Monday, December 6, 2021
6:30 p.m.

Cameron Park Community Center
2502 Country Club Drive, Cameron Park

Agenda

Members: Chair Director Felicity Carlson (FC), Vice Chair Director Sidney Bazett (SB)
Alternate Director Ellie Wooten (EW)

Staff: General Manager Jill Ritzman, Recreation Supervisor Kimberly Vickers,
Parks & Facilities Superintendent Mike Grassle

CALL TO ORDER

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.

APPROVAL OF AGENDA

APPROVAL OF CONFORMED AGENDAS

OPEN FORUM

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

DEPARTMENT MATTERS

- 1. Land & Water Conservation Fund Grant (J. Ritzman)**
- 2. Splash Pad Fundraising Ad Hoc Committee (J. Ritzman)**
- 3. Final Design for Splash Pad – Information Item (J. Ritzman)**
- 4. Staff Oral & Written Updates**

- a. Recreation Report (K. Vickers)
- b. Parks & Facilities Report (M. Grassle)
- c. Air Quality Management District Emmission Reduction Grant for Summer Spectacular 2022 and 2023

5. Items for January & Future Committee Agendas

6. Items to take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT