



**CAMERON PARK COMMUNITY SERVICES DISTRICT**

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

# AGENDA

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

## REGULAR BOARD MEETING Wednesday, April 17, 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](http://www.cameronpark.org). Support material is available for public inspection at the District Office and on the District website. Sessions of the Board of Directors may be recorded and members of the audience are asked to give their name and address before addressing the Board.

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

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

# AGENDA

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## **CALL TO ORDER**

1. Roll Call
  2. Pledge of Allegiance
- 

## **ADOPTION OF THE AGENDA**

*The Board will make any necessary additions, deletions, or corrections to the Agenda and motion to adopt the Agenda.*

3. Adopt the Agenda
- 

## **RECOGNITIONS AND PRESENTATIONS**

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

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

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## **APPROVAL OF CONSENT AGENDA**

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

# AGENDA

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## **OPEN FORUM FOR NON-AGENDA ITEMS**

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

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## **GENERAL BUSINESS**

*For purposes of the Brown Act §54954.2 (a), items below provide a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.*

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)
- 

## **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.*

9. General Matters to/from Board Members and Staff
    - Upcoming Trainings & Community Meetings
    - CSDA Nominations
  10. Local Area Formation Commission (LAFCO)
  11. 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.*

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# AGENDA

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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)

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## **RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION**

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

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## **ADJOURNMENT**

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# CONFORMED AGENDA

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

## REGULAR BOARD MEETING Wednesday, March 20, 2019 6:30 p.m.

### Board Members

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

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# CONFORMED AGENDA

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## **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 with the following revision:*

- *move Item #14 before Item #10.*

*HM/EW - Motion Passed*

*Ayes – MM, MS, EW, HM, FC*

*Noes – None*

*Absent – None*

*Abstain – None*

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## **RECOGNITIONS AND PRESENTATIONS**

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

4. **County Planning and Building Department Update** (Tiffany Schmid, Director, Planning and Building Department & Anne Novotny, Deputy Director of Planning)
  5. **El Dorado Disposal/Waste Connections** (Sarah Vaira, Sustainability Coordinator, El Dorado Disposal/Waste Connections)
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# CONFORMED AGENDA

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## **APPROVAL OF CONSENT AGENDA**

*The following Consent Agenda items are considered routine and will be acted upon by the Board without discussion with one vote. Any item may be removed from the Consent Agenda by a Board member or a member of the audience and placed under General Business #10 to be discussed and acted upon individually.*

6. Conformed Agenda – Board of Directors Meeting, February 20, 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** Resolution No. 2019-05 Directing Preparation of the Annual Engineers Report for Landscaping and Lighting Districts for the Fiscal Year 2019/20
9. **APPROVE** Resolution No. 2019-06 Directing Auditor of El Dorado County to Levy and Collect Assessments for the Fiscal Year 2019/20

*Motion to adopt the Consent Calendar with the following revisions:*

- *Move Items #8 & #9 to General Business.*

*HM/FC - Motion Passed*

*Ayes – MM, MS, EW, HM, FC*

*Noes – None*

*Absent – None*

*Abstain – None*

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## **OPEN FORUM FOR NON-AGENDA ITEMS**

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

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# CONFORMED AGENDA

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## GENERAL BUSINESS

*For purposes of the Brown Act §54954.2 (a), items below provide a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.*

*Item Moved on the Agenda per Board Motion during the Adoption of the Agenda:*

14. **RECEIVE & FILE** Status of District's Efforts to Seek and Secure Grants

10. Items removed from the Consent Agenda for discussion

- 8. **APPROVE** Resolution No. 2019-05 Directing Preparation of the Annual Engineers Report for Landscaping and Lighting Districts for the Fiscal Year 2019/20

*Motion to Approve Resolution 2019-05 Directing Preparation of the Annual Engineers Report for Landscaping and Lighting Districts for the Fiscal Year 2019/20.*

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

- 9. **APPROVE** Resolution No. 2019-06 Directing Auditor of El Dorado County to Levy and Collect Assessments for the Fiscal Year 2019/20

*Motion to Approve Resolution 2019-06 Directing Auditor of El Dorado County to Levy and Collect Assessments for the Fiscal Year 2019/20.*

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



## CONFORMED AGENDA

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11. **APPROVE** Resolution 2019-07 to Approve the Purchase of Two Ford F-250 Utility Trucks for Fire Department

*Motion to Approve Resolution 2019-07 to Approve the Purchase of Two Ford F-250 Utility Trucks for Fire Department.*

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

12. **PUBLIC HEARING - SECOND READING** and **APPROVAL** of Ordinance No. 2019.03.20 to Restrict Outdoor Residential Burning

*Motion to Approve Ordinance No. 2019.03.20 to Restrict Outdoor Residential Burning.*

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

13. **VOTE** for El Dorado Local Agency Formation Commission (LAFCO) Representative

*Motion to Vote for Holly Morrison (#1 Ranking), Michael Saunders (#2 Ranking), and Michael Seligsohn (#3 Ranking) for El Dorado Local Agency Formation Commission (LAFCO) Representative.*

*MS/MM - Motion Passed  
Ayes – None  
Noes – None  
Absent – None  
Abstain – None*

14. **RECEIVE & FILE** Status of District's Efforts to Seek and Secure Grants  
- *Item moved before Item #10*
-

# CONFORMED AGENDA

## 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.*

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

- Upcoming Trainings & Community Meetings
  - *MS to attend SDRMA Day on 3/26/19*
  - *April 3<sup>rd</sup> Governance Workshop (open to Board, staff, and public)*
  
- CSDA Nominations

*MM – Thanked Directors for their hard work and being prepared and attending meetings; MM & MS will be attending the Rotary meeting tomorrow; will be attending the Shingle Springs Chamber of Commerce meeting with Tina Helm; will not be at July BOD meeting; 3/23 is the Red Cross “Sound the Alarm” event (they are looking for volunteers).*

*MS – Attended the Governance Workshop on 3/6 and learned a lot; attended the Cameron Park Design Review Committee this month; will not be at the August BOD meeting.*

*HM – Was pleased to attend the CC&R meeting for FC this month; thanked staff for park cleanup; this Friday is the Business Showcase at the EDC Fairgrounds (District has a booth).*

*EW – Thanked Kate Magoolaghan for her help with resolution of an issue.*

*FC – Thanked Directors for attending committee meetings in her absence; excited that the District is working with the CCC; thanked Kate Magoolaghan for meeting with her and helping her understand the full CC&R process; attended BOS meeting recently.*

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

- *Recent LAFCO work has mostly been extending projects with developers.*

# CONFORMED AGENDA

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## 17. Committee Reports

### a. Budget & Administration

- *EDD presentation, Capital Campaign ideas/revenue generating opportunities; discussed Reserve Policy for future.*

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

- *Staff is working on a current CC&R issue.*

### c. Fire & Emergency Services

- *CCC work project; Fire Wise Community Initiative; Weed Abatement Program (new employees for unimproved lots); Fire Safe postcards sent out for unimproved lots – going out soon for improved lots; will hear about Fire grant after April 1<sup>st</sup>.*

### d. Parks & Recreation

- *Construction warranty work in process; Staff attended Prop 68 Grant Workshop; Leashed Dog Survey going out April 1<sup>st</sup> (website, FB, NextDoor, written surveys).*

### e. Solar Energy Ad Hoc

- *EDUHSD Director of Maintenance & Operations will be attending the next Solar Committee meeting because of their recent solar work; looking for solar grants; visited El Dorado Hills CSD for tour of their solar project; welcome community to solar meetings; District policy allows for adoption of another agency's RFP; would like to be completely transparent with process to avoid any issues with the community; committee reviewed the purposed of the committee to keep focus.*

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## **PUBLIC COMMENT**

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# CONFORMED AGENDA

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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)

3. Pursuant to Government Code section 54956.9

Conference with Legal Counsel – Existing Litigation  
Cameron Park Community v. Morgan, et al.  
El Dorado County Superior Court Case No. PCL20170546

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## **RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION**

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

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

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**ADJOURNMENT – 9:52pm**

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## Agenda Transmittal

**DATE:** April 17, 2019

**FROM:** Jill Ritzman, General Manager

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

**RECOMMENDED ACTION:** RECEIVE AND FILE

At the Board Meeting on April 2018, I provided an oral report titled "State of the District" to the Board of Directors and community. I would like to provide an update about those topics in this General Manager's report.

### **Implementation of District's Staff Organizational Chart** *Completed*

Early in 2018, Municipal Resource Group provided a recommendation, and the Board adopted, an updated Organizational Chart. Since that time, two new managers were hired, a new CC&R Officer was hired after a retirement, and all staff working at the District are now District employees.

### **Cameron Park Lake Dam Emergency Action Plan** *Near Completion*

Chief Sherry Moranz and I meet with West Consulting later this month to review the inundation mapping and finalize the Emergency Action Plan. We want to ensure that the document is useful to the Fire Department and other local responders.

### **Records Retention/Disposal** *Completed*

Staff purged two sheds, a rental storage unit, and numerous closets and offices. Paper files were retained, scanned and/or disposed according to the District's Record Retention Policy.

### **Community Center Construction Warranty Inspection** *In Progress*

Staff continues to monitor Angius & Terry's work on this project.

### **Technology Improvements, Constraints** *Completed*

In early 2018, the status of the District internet bandwidth capability was poor. Capacity was about the size of a typical residence, and the public and business lines were shared. Working with DSA, District's IT service provider, a new vendor was secured to allow for increased bandwidth at the Lake and Community Center. Due to the location of these two facilities, this proved quite a challenge. Old vendors were eliminated.

### **New Software** *Completed*

Staff is capitalizing on efficiencies with technology. After a competitive process, Abila was chosen as the District's new financial software last summer. Rec Trac was upgraded to the newest version in December. The District's Parks Superintendent continues to transition irrigation and HVAC systems to enable off-site access. The CC&R Compliance Officer implemented a new software program for managing both CC&Rs and Architecture Review. All of these systems will increase staff's efficiencies, increase productivity, and eliminate paper filing.

### **Board of Directors & General Manager Training** *Completed and Ongoing*

The 2<sup>nd</sup> Annual Local Governance Training was hosted by the District and attendance increased from 2018. Last June, I received a scholarship to attend California Special District Association's Leadership Summit. Mike Grassle will be attending the Leadership Summit this year on two scholarships, one of which was provided by Cameron Park Community Foundation.

### **Weed Abatement Ordinance & Program Implementation** *Completed*

Weed Abatement Ordinance was revised by staff to allow for liens on property taxes, approved by the Board and fully implemented by the Fire Department staff. This program recently expanded to include improved lots and an education program launched to increase awareness. Parks staff is taking steps to have all the District properties in compliance with the Ordinance, working closing with the Fire Department.

### **Status of District Audits** *Near Completion*

The Fiscal Year 2016-17 Audit is in final draft and will be presented to the Budget and Administration Committee shortly. The Fiscal Year 2017-18 Audit is in process and will be presented to the Board this summer, bringing the District current with audits.

### **New Senior Programming & Services** *Completed and Improvements Continue*

The Senior Leadership Council and staff consulted with other senior center experts, toured three local senior centers, and surveyed Cameron Park residents. Their efforts culminated into new program ideas and goals. Classroom B transitioned into the new Community Art Room supported by a Friends of Seniors grant. Table Games transitioned into the Social Room. Programs have been expanded to include new fitness classes and cooking classes. The first community outing was held in March to a theater performance.

### **Marketing Initiatives – Cameron Park Life Column, E-Newsletter Facelift, New District Shirts** *Completed and Ongoing*

The above items which were completed. In addition, the Activity Guide will have a new look for the Summer Edition.

### **Safety Inspection by Special District Risk Management Association** *Completed*

The SDRMA Safety Inspection as well as a Fire Marshal inspection were completed at the Community Center and Lake. Safety items were addressed and systems were put in place, to prevent violations in the future.

### **District Website and Social Media Opportunities** *Near Completion*

Staff is working towards California Special District Transparency Certificate, and the application is almost completed.

### **Review of District Policies, Fiscal Policies** *In Progress*

The District updated its Harassment Policy and developed a new Public Records Act Policy. Additional policies should be reviewed and updated as needed, but this task has not been initiated yet by staff.

Many contributed to the progress and completion of these tasks, including staff, contractors, and Board Members. The District's contractors and partners were especially impactful. DSA Technologies educated us (patiently) about bandwidth, switches and data systems. VTD sorted through a failing financial software system and helped transition into a new software system, while putting into place new accounting practices. CALFIRE and Growlersburg helped to make the District properties compliant with the District's Weed Abatement Ordinance. I am grateful for everyone's efforts and support.



## Agenda Transmittal

**DATE:** April 17, 2019

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

**AGENDA ITEM #5B:** ADMINISTRATIVE REPORT

**RECOMMENDED ACTION:** RECEIVE AND FILE

### Human Resources

- The new Employee Handbook and Safety Manual will be ready for the summer recreation new employees.
- Reviewed, revised, and prepared the Hiring Packets (50) for the Summer Recreation new and returning employees.

### Budget/Finance

- Auditor and staff are reviewing the draft FY 2016-17 Audit Report and Financial Statements.
- The 2017-18 Audit has begun. Staff continues coordination and preparation for 2017-18 year end closing and audit including audit worksheets and schedules.
- Staff met with the General Manager and each department head to review their 2019-20 Proposed Budgets, and gave individual instruction and direction.
- Staff prepared the Quarterly Financial Report and presented it to the Budget and Administration Committee.
- Staff met to discuss progress towards CSDA's Transparency Certificate. There are only a few tasks remaining before an application can be completed.



- Financial projects for the coming month include the following:
  - Continued FY 2019-20 budget work;
  - 2017-18 year closing;
  - FY 2017-18 audit work.

Attachments:

5B - Check Register for the Month of March (through the 21<sup>st</sup>)

5BB - Grant Status

Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 2/1/2019 Through 2/21/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
2/4/2019	Merch Fees	110.23	Umpqua Bank	CC Monthly Merch Fees - Elevon 1 - Jan 2019
2/4/2019		302.21	Umpqua Bank	CC Transaction Merch Fees - Elevon 2 - Jan 2019
	Total Merch Fees	412.44		
2/7/2019	29768	260.95	Airgas National Carbonation	Lagoon CO2 cylinder rental
	Total 29768	260.95		
2/7/2019	29769	154.27	AT&T Calnet 3	FD Phones 12/24/18-01/23/19
	Total 29769	154.27		
2/7/2019	29770	912.00	Stephen Beck	Inst. Futsal Sunday Nt 01/01-02/03/19 (old rec trac)
	Total 29770	912.00		
2/7/2019	29771	420.00	Buckeye Union School District	Blue Oak Gym rental YBB Jan 15,22,24 Feb 5,28 MPR Feb 19
	Total 29771	420.00		
2/7/2019	29772	560.70	Cap City Sports Academy LLC	Inst. Hoopster Tots 01/01-03/01/19
	Total 29772	560.70		
2/7/2019	29773	251.80	Churchill's Hardware, Inc.	Parks/CC Supplies 01/03-01/31/19
	Total 29773	251.80		
2/7/2019	29774	10,093.04	El Dorado County Registrar of Voters	Gubernatorial GE Nov 6, 2018, CSD Board Seats
	Total 29774	10,093.04		
2/7/2019	29775	2,455.42	El Dorado Irrigation District	Water/Sewer FD89 11/21/18-01/30/19
	Total 29775	2,455.42		
2/7/2019	29776	172.16	El Dorado Irrigation District	Water/Sewer CM Park Restrms 11/20/18-01/30/19
	Total 29776	172.16		

Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 2/1/2019 Through 2/21/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
2/7/2019	29777	278.08	El Dorado Irrigation District	Water/Sewer FD88 11/27/18-01/30/19
	Total 29777	278.08		
2/7/2019	29778	91.87	El Dorado Irrigation District	Water, dog park 11/20/18-01/22/19
	Total 29778	91.87		
2/7/2019	29779	227.99	El Dorado Irrigation District	Water/Sewer Rasm Park 11/22/18-01/30/19
	Total 29779	227.99		
2/7/2019	29780	314.41	El Dorado Irrigation District	Water CM Park 11/20/18-01/23/19
	Total 29780	314.41		
2/7/2019	29781	288.58	El Dorado Irrigation District	Water/Landscp, BarJA 11/27/18-01/25/19
	Total 29781	288.58		
2/7/2019	29782	174.99	El Dorado Irrigation District	Water, BarJB 11/20/18-01/23/19
	Total 29782	174.99		
2/7/2019	29783	183.55	El Dorado Irrigation District	Water, D. West 11/28/19-01/25/19
	Total 29783	183.55		
2/7/2019	29784	1,881.14	El Dorado Irrigation District	Water/Sewer CP Lake 11/27/18-01/30/19
	Total 29784	1,881.14		
2/7/2019	29785	84.08	El Dorado Irrigation District	Water/Landscape Wtr Chardi 11/20/18-01/22/19
	Total 29785	84.08		
2/7/2019	29786	520.92	El Dorado Irrigation District	Water/Sewer Main CC 11/21/18-01/30/19
	Total 29786	520.92		
2/7/2019	29787	659.36	El Dorado Irrigation District	Water/Sewer/RW, CC, Gym, etc. 11/21/18-01/30/19
	Total 29787	659.36		

Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 2/1/2019 Through 2/21/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
2/7/2019	29788	104.94	Ewing Irrigation Products, Inc.	Lagoon piping replacement
	Total 29788	104.94		
2/7/2019	29789	140.00	Michael Galves	Spanish class cancelled - refund
	Total 29789	140.00		
2/7/2019	29790	528.00	Robert A. Godwin	02/02/19 BB Officials 11 games x2
	Total 29790	528.00		
2/7/2019	29791	125.00	Tina Lynn Goins	February E-Newsletter
2/7/2019		83.00	Tina Lynn Goins	Workshop Series Flyers & Board Mtg Photo
	Total 29791	208.00		
2/7/2019	29792	49.67	Gold Country Equipment Center	Chain saw repair for Lake
2/7/2019		78.51	Gold Country Equipment Center	Equipment oil
	Total 29792	128.18		
2/7/2019	29793	100.00	Michael Grassle	Cell Allowance - Feb 2019
2/7/2019		182.70	Michael Grassle	Mileage Reimb - Jan 2019
	Total 29793	282.70		
2/7/2019	29794	60.00	Bettina S. Helm	Cell Allowance - Feb 2019
	Total 29794	60.00		
2/7/2019	29795	418.41	Home Depot Credit Services	purchases 01/04-01/23/19
	Total 29795	418.41		
2/7/2019	29796	1,256.24	Hunt & Sons	Fuel 01/25/19
	Total 29796	1,256.24		
2/7/2019	29797	112.61	Idle Wheels R.V. Center Inc.	Water Pump, Lake inmate trailer
	Total 29797	112.61		
2/7/2019	29798	194.74	LightBulbsPlusInc.	D. West lighting
	Total 29798	194.74		
2/7/2019	29799	600.00	Larry McBride	In Lieu Med Bens Retired
	Total 29799	600.00		

Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 2/1/2019 Through 2/21/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
2/7/2019	29800	200.00	Motherlode Rugby Football Club	Dave West Field Rental 11/04/18, Deposit Refund
	Total 29800	200.00		
2/7/2019	29801	54.00	Milauni Nagar	Inst. Yoga 01/01-01/31/19 (new rec trac)
2/7/2019		42.00	Milauni Nagar	Inst. Yoga 01/01-01/31/19 (old rectrac)
	Total 29801	96.00		
2/7/2019	29802	11,405.56	PG&E	ELEC 12/26/18-12/31/18 & 01/01/19-01/24/19
	Total 29802	11,405.56		
2/7/2019	29803	978.11	PG&E	Elec. 12/26/18-12/31/18 & 01/01/19-01/24/19
	Total 29803	978.11		
2/7/2019	29804	138.12	Public Employee's Union Local 1	Union Dues for payroll 02-08-19
	Total 29804	138.12		
2/7/2019	29805	1,440.00	R.J. Ricciardi, Inc CPA's	Audit prep through Jan 31, 2019
	Total 29805	1,440.00		
2/7/2019	29806	160.00	Blake Rayback	Res FF Shifts 01/10,18,23,29
	Total 29806	160.00		
2/7/2019	29807	91.09	Riebes Auto Parts	Auto parts - lake
	Total 29807	91.09		
2/7/2019	29808	100.00	Jill Ritzman	Cell Allowance - Feb 2019
	Total 29808	100.00		
2/7/2019	29809	82.20	Sarah Scatton	Inst. Chair Yoga 01/01-01/31/19 (new rectrac)
2/7/2019		132.60	Sarah Scatton	Inst. Chair Yoga 01/01-01/31/19 (old rectrac)
	Total 29809	214.80		
2/7/2019	29810	60.00	Craig Shuler	Cell Allowance - Feb 2019

Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 2/1/2019 Through 2/21/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29810	60.00		
2/7/2019	29811	350.00	Uptown Studios, Inc	Web Maintenance, January 2019
	Total 29811	350.00		
2/7/2019	29812	8,350.00	Vavrinek, Trine, Day & Co., LLP	Prof Srvcs CPA January 2019
	Total 29812	8,350.00		
2/7/2019	29813	56.40	Heidi Yancey	Inst. Art is Good 01/01-01/31/19 (New RecTrac)
2/7/2019		28.20	Heidi Yancey	Inst. Art is Good 01/01-01/31/19 (Old RecTrac)
	Total 29813	84.60		
2/8/2019	1001255504	200.00	CalPERS 457 Plan	PPE 02/02/19 CalPERS 457 Plan
	Total 1001255504	200.00		
2/8/2019	1001255520	1,030.29	California Public Employee's Retirement ...	PPE 02/02/19 CalPERS Retirement
	Total 1001255520	1,030.29		
2/8/2019	1001255522	2,590.96	California Public Employee's Retirement ...	PPE 02/02/19 CalPERS Retirement
	Total 1001255522	2,590.96		
2/8/2019	2019020401	218.80	Paychex	Paychex Payroll Fees for 02/08/19
	Total 2019020401	218.80		
2/8/2019	Payroll 02-08-19	32,304.97		Payroll 02-08-19
	Total Payroll 02-0...	32,304.97		
2/11/2019	Merch Fees	442.30	Umpqua Bank	CC Merch Fees - Vantiv - Jan 2018
	Total Merch Fees	442.30		
2/14/2019	29814	45.00	ADM Screening	Pre-Emp test - MW1 CC
	Total 29814	45.00		

Cameron Park Community Services District  
Check/Voucher Register - Check Register  
From 2/1/2019 Through 2/21/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
2/14/2019	29815	561.10	Airespring Inc.	Internet Broadbands CSD/Lake Jan. 2019
	Total 29815	561.10		
2/14/2019	29816	59.08	Alhambra	Water Delv/Dispenser 01/28 & 02/11/19
	Total 29816	59.08		
2/14/2019	29817	113.82	Allstar Fire Equipment, Inc.	FD Equip
	Total 29817	113.82		
2/14/2019	29818	840.00	Angius & Terry LLP	Gen Council calls/mtgs on CC&R issues Jan 2019
	Total 29818	840.00		
2/14/2019	29819	20.75	AT&T Calnet 3	FD Phones 01/10-02/09/18 Ban 9391035819
	Total 29819	20.75		
2/14/2019	29820	20.71	AT&T Calnet 3	Phones 01/10-02/09/18 Ban 9391035820 Rasm Pk Conc.
	Total 29820	20.71		
2/14/2019	29821	144.00	Stephen Beck	Inst. Futsal Clinic MLK, all ages 01/01-02/05/19
2/14/2019		2,772.00	Stephen Beck	Inst. Sunday Futsal League 01/01-02/05/19
	Total 29821	2,916.00		
2/14/2019	29822	103.20	Jean Louise Bransford	Inst. Cooking 01/01-02/28/19
	Total 29822	103.20		
2/14/2019	29823	80.00	Joel Burns	Res ff shifts 12/23,28
	Total 29823	80.00		
2/14/2019	29824	311.54	Cintas Corporation #622	Janitorial Supplies CC 01/10/19
2/14/2019		398.18	Cintas Corporation #622	Janitorial Supplies CC 01/24/19
2/14/2019		223.28	Cintas Corporation #622	Janitorial Supplies CC 01/31/19
2/14/2019		244.05	Cintas Corporation #622	Janitorial Supplies CC 02/14/19

Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 2/1/2019 Through 2/21/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
2/14/2019		400.87	Cintas Corporation #622	Janitorial Supplies CC 12/27/18
	Total 29824	1,577.92		
2/14/2019	29825	165.00	CoreLogic Solutions LLC	CC&R Metroscan software - mthly
	Total 29825	165.00		
2/14/2019	29826	176.96	De Lage Landen Financial Services, Inc.	FD89 Copier Lease, Feb 2019
	Total 29826	176.96		
2/14/2019	29827	726,215.05	Dept. of Forestry & Fire Protection	2nd QTR CAL FIRE 2018/2019 #27750
	Total 29827	726,215.05		
2/14/2019	29828	284,121.95	Dept. of Forestry & Fire Protection	2nd QTR CAL FIRE 2018/2019 #27753
	Total 29828	284,121.95		
2/14/2019	29829	4,730.78	Foothill Associates	CM Park, Tball Field Design thru 01/31/19
	Total 29829	4,730.78		
2/14/2019	29830	666.72	Foothill Auto Service, Inc.	Expedition repair - Parks
	Total 29830	666.72		
2/14/2019	29831	528.00	Robert A. Godwin	02/09/19 YBB officials 11 games x2
	Total 29831	528.00		
2/14/2019	29832	110.85	Gold Country Equipment Center	Chain - Parks Equip
	Total 29832	110.85		
2/14/2019	29833	161.07	HealthSmart Benefit Solutions, Inc.	Vision Benefits - March 2019
	Total 29833	161.07		
2/14/2019	29834	199.85	Hi - Tech E V S, Inc.	FD Engine parts - Dec. 2018
	Total 29834	199.85		
2/14/2019	29835	995.67	Hunt & Sons	Fuel 02/01/19
2/14/2019		1,065.02	Hunt & Sons	Fuel 02/08/19
	Total 29835	2,060.69		



Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 2/1/2019 Through 2/21/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
2/14/2019	29836	747.78	JS West Propane Gas	Propane CC 01/31/19
	Total 29836	747.78		
2/14/2019	29837	1,602.18	JS West Propane Gas	Propane fill - Gym/Classrooms/Pool 01/31/19
	Total 29837	1,602.18		
2/14/2019	29838	18,001.92	L.N. Curtis & Sons	FD Turnout & Volunteer Gear
	Total 29838	18,001.92		
2/14/2019	29839	390.00	Alison S. Lloyd	Inst. Ballets 01/01-02/15/19 (new rectrac)
2/14/2019		312.00	Alison S. Lloyd	Inst. Ballets 01/01-02/15/19 (old rectrac)
	Total 29839	702.00		
2/14/2019	29840	1,010.00	Joshua C. Marks	Janitorial Srvcs CC & Gym 2/04,11 Parks 02/06,13
	Total 29840	1,010.00		
2/14/2019	29841	65.00	Jake Mitchoff	Mini Gym class cancelled - Scarlette - Refund
	Total 29841	65.00		
2/14/2019	29842	120.00	Joshua Morton	Res ff shifts 01/18, 23, 31
	Total 29842	120.00		
2/14/2019	29843	7,748.50	Northern California Special Districts Insu...	Workers Comp - 2nd installment
	Total 29843	7,748.50		
2/14/2019	29844	160.00	Joseph Erik White Raffoul	Res ff shifts 01/14,15,28,29
2/14/2019		80.00	Joseph Erik White Raffoul	Res FF shifts 12/06, 13
	Total 29844	240.00		
2/14/2019	29845	87.50	Rescue Training Institute, Inc.	Inst. CPR & CABS 02/05 & 02/08/19
	Total 29845	87.50		
2/14/2019	29846	46.10	Jill Ritzman	Flowers HM - Reimb
	Total 29846	46.10		

Cameron Park Community Services District  
 Check/Voucher Register - Check Register  
 From 2/1/2019 Through 2/21/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
2/14/2019	29847	120.00	Karissa Schroeder	Res ff shifts 01/03,10,17,18,31
	Total 29847	120.00		
2/14/2019	29848	6,508.12	SCI Consulting Group	LLAD Assessments FY 18/19
	Total 29848	6,508.12		
2/14/2019	29849	33.56	Susan Settle	Senior Art class supplies for 3/8/19 class - reimb
	Total 29849	33.56		
2/14/2019	29850	108.00	Michael R. Smith	Med/DMV for Chief's CDL - Reimb.
	Total 29850	108.00		
2/14/2019	29851	126.00	Rosalie M. Stearns	Inst. Hula 01/01-01/28/19 (new rectrac)
2/14/2019		60.00	Rosalie M. Stearns	Inst. Hula 01/01-01/31/19 (old rec trac)
	Total 29851	186.00		
2/14/2019	29852	240.00	Zachary Thornton	Res ff shifts 01/06,07,13,17,26,30
	Total 29852	240.00		
2/14/2019	29853	880.03	TPX Communications	CSD & Lake Phones/Internet Jan 2019
	Total 29853	880.03		
2/14/2019	29854	5.05	Verizon Business	FD phones, carrier access Jan. 2019
	Total 29854	5.05		
2/14/2019	29855	5.05	Verizon Business	FD phones, carrier access Jan. 2019
	Total 29855	5.05		
2/14/2019	29856	5.05	Verizon Business	FD phones, carrier access Jan. 2019
	Total 29856	5.05		
2/15/2019	1001262946	19,002.77	California Public Employee's Retirement ...	March 2019 CalPERS Health Payment

Cameron Park Community Services District  
Check/Voucher Register - Check Register  
From 2/1/2019 Through 2/21/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 1001262946	19,002.77		
2/15/2019	19482263	679.97	Paychex	Paychex Fees HR Feb. 2019
2/15/2019		182.00	Paychex	Paychex Fees Stratustime Jan. 2019
	Total 19482263	861.97		
2/19/2019	Payroll 02-22-19	1,347.24		Payroll 02-22-19
	Total Payroll 02-2...	1,347.24		
2/20/2019	Maint Fee	251.65	Umpqua Bank	Maintenance Fee for Jan 2019
	Total Maint Fee	251.65		
2/21/2019	29857	687.00	Abila	Feb. 2019 Acctg. software monthly
	Total 29857	687.00		
2/21/2019	29858	45.00	ADM Screening	Pre-emp screening - Rec
	Total 29858	45.00		
2/21/2019	29859	4,581.00	Stephen Beck	Inst. Futsal Sun League & Pres Day clinics (01/01-03/17/19)
	Total 29859	4,581.00		
2/21/2019	29860	636.23	Burton's Fire, Inc.	E289 Switch & Control kit 01/24/19
	Total 29860	636.23		
2/21/2019	29861	644.80	Capital Private Patrol	CC Patrol March 2019
2/21/2019		953.26	Capital Private Patrol	Parks Patrol for March 2019
	Total 29861	1,598.06		
2/21/2019	29862	1,091.34	Delta Dental of California	Dental Benefits March 2019
	Total 29862	1,091.34		
2/21/2019	29863	1,649.00	DSA Technologies, Inc	MSA - IT Maint March 2019
	Total 29863	1,649.00		
2/21/2019	29864	600.00	El Dorado Community Foundation	Hall/Kitchen rental 02/07 - Deposits Refund
	Total 29864	600.00		

Cameron Park Community Services District  
Check/Voucher Register - Check Register  
From 2/1/2019 Through 2/21/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
2/21/2019	29865	75.05	Michael Grassle	25yr appreciation gift for TH - Reimb
2/21/2019		150.00	Michael Grassle	Work Boots Reimb
	Total 29865	225.05		
2/21/2019	29866	62.40	Rosemarie Kelliher	Inst. Sewing 01/01-02/16/19
	Total 29866	62.40		
2/21/2019	29867	3,293.00	National Aquatic Services, Inc	CC Pool Float Valve Rebuild
	Total 29867	3,293.00		
2/21/2019	29868	322.00	National Aquatic Services, Inc	CC Pool - Heater troubleshoot
	Total 29868	322.00		
2/21/2019	29869	500.00	Chen Padilla	10% adv pymt of brush/tree removal @ Northview
	Total 29869	500.00		
2/21/2019	29870	58.20	Linda Kay Perschbacher-Lenhart	Inst. Kids Tap & Zumba 01/01-02/28/19
	Total 29870	58.20		
2/21/2019	29871	116.01	PG&E	Elec. 01/16-02/14/19
	Total 29871	116.01		
2/21/2019	29872	159.52	PG&E	Elec. 01/16-02/14/19
	Total 29872	159.52		
2/21/2019	29873	630.00	Prentice, Long & Epperson	Legal Counsel 01/09,16,23
	Total 29873	630.00		
2/21/2019	29874	136.89	Public Employee's Union Local 1	Dues for payroll check date 02-22-19
	Total 29874	136.89		
2/21/2019	29875	48.26	Sign Banner Print Express	Governance workshop flyers
2/21/2019		182.33	Sign Banner Print Express	Posters/Banner changes
	Total 29875	230.59		
2/21/2019	29876	6.51	Verizon Wireless	FD Wireless 01/10-02/09/19
	Total 29876	6.51		

Cameron Park Community Services District  
Check/Voucher Register - Check Register  
From 2/1/2019 Through 2/21/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
2/21/2019	29877	376.88	Verizon Wireless	Wireless Phones, Parks, CC & Rec 01/11-02/10/19
	Total 29877	376.88		
2/21/2019	29878	183.00	Verizon Wireless	Wireless Ipads/Hotspots 01/11-02/10/19
	Total 29878	183.00		
2/21/2019	29879	4,054.50	WEST Consultants, Inc.	CPCSD Dam Breach & EAP Eng/Hydro 08/13/18-08/29/18
	Total 29879	4,054.50		
Report Total		1,191,529.32		

*Status of District Grants*

<u>Grant</u>		<u>Amount</u>	<u>Point Person(s)</u>	<u>Status</u>	<u>Additional Info</u>
California Climate Investments Fire Prevention Grant Program		\$300,000.00	Sherry Moranz & Jed Gaines	submitted	
Proposition 68 - Park & Water Bond of 2018		\$8,500,000 (per application)	Jill Ritzman	researching opportunities	
Solar Energy Ad Hoc Committee		TBD	Jill Ritzman	researching opportunities	Currently investigating opportunities to offset solar improvements/start-up costs
Recreation Program Grants	El Dorado County Air Quality	\$2,452 (for 2 years)	Tina Helm	awarded	Summer Spectacular shuttle buses (\$490 CPCSD Match)
	Friends of Seniors	\$1,500.00	Tina Helm	awarded	Older adult programming
	Cameron Park Community Foundation	\$3,000.00	Jill Ritzman	awarded	Recreation Program Participant Grant
Grant Writer					To be budgeted in the FY 2019-20 Budget

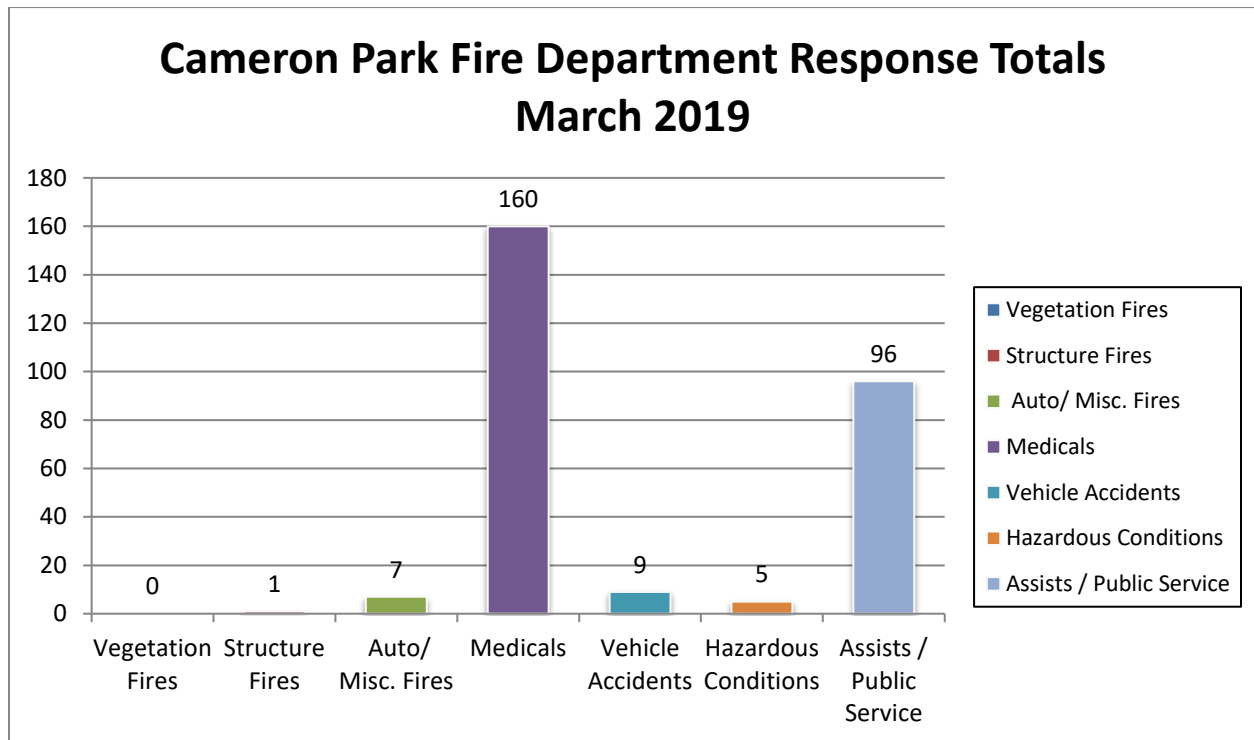


# CAMERON PARK FIRE DEPARTMENT STAFF REPORT

**To:** Board of Directors  
**From:** Jed Gaines, Battalion Chief  
**Regarding Item #5C:** Fire Department Report for April 17, 2019 - Board Meeting

**Recommended Action:** Receive and File

## Incidents for the Month of March 2019

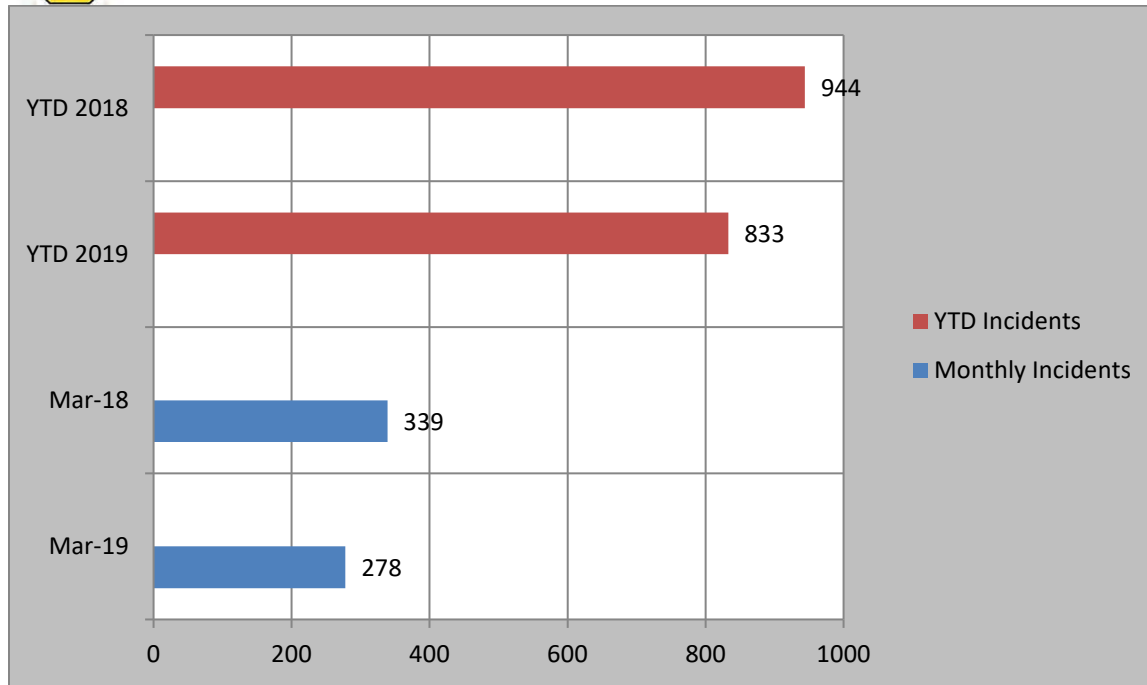


Incidents have decreased by 13% for the month of March compared to March of 2018.

Total incidents have decreased by 12% for the calendar year of 2019 compared to 2018.



# CAMERON PARK FIRE DEPARTMENT STAFF REPORT



## FIRE DEPARTMENT OPERATIONS AND ADMINISTRATION

### Significant Incidents

E88 assisted with a water rescue. Single patient rescued from a vehicle stranded in water.

### Fire Department update

New Battalion Chiefs trucks have been ordered through Ford. We expect to take delivery by the end of June.

## FIRE PREVENTION WEED ABATEMENT SUMMARY

Received approximately 30 returned letters from our initial February 15 mailing of our annual reminder letters.

Researched returned mail addresses and resent to the updated address.

Attended VMP meeting at Cameron Park CSD.

Attended Collector app. skype meeting/training regarding defensible space inspections.





# CAMERON PARK FIRE DEPARTMENT STAFF REPORT

Began improved lot inspections. Completed 325 inspections to date.

Postcards sent March 25.

Teleconference with Northstar Division Chief regarding our Weed Abatement Ordinance, policies and procedures.

Received approximately 15 phone calls from local residents regarding Weed Abatement letters.

Updated Vendor list for 2019.

Ordered "Defensible Space Inspector" magnetic signs for vehicles.

Preparing for vacant lot inspections beginning April 1.



## Agenda Transmittal

**DATE:** April 17, 2019

**FROM:** Tina Helm, Recreation Supervisor

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

**RECOMMENDED ACTION: RECEIVE AND FILE**

- Summer Spectacular Update:
  - Staff has secured the following:
    - Fireworks
    - Porta Potty
    - Security
    - Stage, sound, and lights
    - Wristbands
    - Vendors applying

Sponsors are being actively sought through personal contact from District staff. Local businesses, District vendors, and community organizations are being solicited.

- Hannah Miller, the Aquatic Coordinator, has been contacting previous staff and is recruiting new staff. She met with Sierra Sharks swim team to discuss the upcoming seasonal use of the pool. She is organizing training, staff manuals, and replacing old supplies and equipment for the upcoming season.
- Caitlin Bandera will return this summer to be the Kids Kamp Coordinator. She is scheduling interviews for new staff, arranging field trips, organizing bus transportation, and compiling weekly themes.
- Staff continues to meet with the Senior Leadership Council. At the meeting in March, items discussed included: Celebrating Older American's Day on May 21, guest speakers for the summer months, and the senior exercise program.

- After a Request for Proposal selection process, Tina Goins - Tina Lynn Design and Think Publications were chosen for the design and printing of the future Activity Guides.
- Staff is compiling class dates and information for the upcoming Summer Activity Guide, due to be released in later April.
- Staff attended the Career Expo at Union Mine High School to promote summer job opportunities at the CSD.
- Staff attended the Northern California RecTrac Users Group Summit held in Folsom to discuss program upgrades, features, credit card processing, highlights, and answer questions.
- Staff attended the California Park & Recreation Society Conference in Sacramento. Staff volunteered at on-site registration, lunch ticket collection, exhibitor registration, and room host for the sessions.
- Staff attended the El Dorado County Chamber of Commerce Business Expo at the Fairgrounds. The CSD had a booth promoting upcoming events, activities, governance workshops, and early bird combo season passes.
- Staff attended the Shingle Springs/Cameron Park Chamber Lunch at Red Hawk to promote upcoming events highlighting the sponsorship for the Summer Spectacular.
- Staff is meeting with members from the Cameron Park Rotary, Shingle Springs/Cameron Park Chamber of Commerce, Cameron Park Community Foundation, and Channel 2 to coordinate the Community Showcase Event for April 10<sup>th</sup>.
- Upcoming events include: Annual Easter Egg Hunt on April 20<sup>th</sup>.

*Cameron Park  
Community Services District*



## **Agenda Transmittal**

**DATE:** April 17, 2019

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

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

**RECOMMENDED ACTION:** RECEIVE AND FILE

### **General Information**

- Spring is fast approaching and staff has finished fertilizing the parks and sports fields.
- The Sierra Sharks swim team will be kicking off their Spring Clinic on April 1<sup>st</sup>. The Community Pool is up and running.
- District staff has been working hard with the help of Growlersburg, El Dorado Weed Control, and Sierra Bushmen to comply with the Fire Fuel Reduction Ordinance set forth by the District.
- The Parks Superintendent recently attended a Johnson Control Metasys training in Indianapolis. The training was designed to explain how to program the Metasys HVAC system that is currently at the Community Center.

### **Cameron Park Lake**

- The spillway boards for the Lake were install on Friday March 29<sup>th</sup>. Once the Lake fills up, staff will get the boat in the water to clean up the trash along the shore lines.
- The District met with the Shingle Springs Tribe in early April, and reached an agreement for the Tribe to remove and repurpose the cat tails around the Lake.
- Staff installed the new fishing signs around the Lake.
- The Lagoon is being prepared for the upcoming season.

## **Parks, Fields, and LLADs**

- The 2 baseball fields at Rasmussen Park have been graded. The District purchased 6 yards of new infield mix to get the fields ready for Ponderosa Little League.
- Staff pruned trees at Rasmussen and David West Park
- The District had a volunteer group from the LDS Church perform some maintenance work at Rasmussen Park on Monday, March 18<sup>th</sup>. They picked up leaves, cleaned up the parking lot from all the winter damage, and cleaned out the baseball dugouts.
- Santillan Landscape trimmed all of the hedges along Meder Road. Staff and residents are extremely happy with their work.
- All of the crepe myrtles have been pruned at Cameron Valley and Bar J.
- The T-Ball field plans for Christa McAuliffe Park were submitted to the County Planning Department last month, and are under review.

## **Community Center**

- Staff replaced the remaining 300' of pool grating on Monday, March 25<sup>th</sup>.
- Staff repaired and sanded down the damaged section of the water slide.
- Pool tile repairs are scheduled for April 15-19, weather permitting.

## **Cal Fire**

- Growlersburg helped the District tremendously with our Fire Fuel Reduction Program. The main areas of focus this past month have been: Hacienda Park, Gateway Park, and Bonanza Park.

## **Volunteer Projects**

On Saturday April 27<sup>th</sup>, 2 Church groups will be volunteering at Cameron Park Lake. Both of the groups reached out the District and wanted to give back to the community. Projects will include: removal of the old boat rental shed, adding plants and bark at the entrance to the park, installing new park bbqs, sanding and painting life guard towers for the lagoon, helping to remove the algae from the lagoon, and cleaning up trash around the perimeter of the lake.



## Agenda Transmittal

**DATE:** April 17, 2019

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

**AGENDA ITEM # 5F:** CC&R COMPLIANCE DEPARTMENT REPORT

**RECOMMENDED ACTION:** RECEIVE AND FILE

### Operations

At the request of the CC&R Committee, staff has drafted a set of enforcement priorities designed to provide framework for allocating the District's limited resources. These priorities were presented to the Committee at the April 1, 2019 meeting and the Committee moved to forward these priorities to the Board of Directors for approval. This item is listed on the Board agenda for the April 17, 2019 meeting.

Staff is gradually getting up to speed on the new software and continues to make adjustments to the program in order to maximize its capabilities. Staff is also working on getting the remaining backlog of violations and Architecture Review applications into the new software system.

### Architectural Review Committee

- The Architectural Review Committee reviewed 11 Project Applications in March, 10 of which were approved, and 1 was denied.
- 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 8:30 or contact the CC&R Compliance Office.

## **CC&R Enforcement**

Complaints Received	40 (estimated)
Initial Notice	13
Final Notice	6
Pre-Legal Notices	0
Pending	3



## Agenda Transmittal

**DATE:** April 17, 2019

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

**AGENDA ITEM #7:** FISCAL YEAR THIRD QUARTER FINANCIAL REPORT

**RECOMMENDED ACTION:** REVIEW AND DISCUSS

### BACKGROUND

The Board of Directors approved Cameron Park Community Services District (District) Fiscal Year 2018-19 Mid-Year Budget Adjustment in January with a deficit of \$327,905. Adjustments were made for operational savings and investments in capital equipment and improvements. At Mid-Year Budget, the deficit decreased by \$48,763 or 14.9%.

### DISCUSSION

Based on the Third Quarter Financial Report (Attachment A), staff projects the District will end the Fiscal Year near the budgeted deficit of \$327,905.

#### Revenues

District revenues are tracking low at this time due to the time of year. Seasonal revenues, such as Lake Pass revenues, Pool and Day Camp have not been received yet, but are expected by the end of the Fiscal Year. Additional Weed Abatement revenues from liens may be received in the April cycle of property taxes. Staff will evaluate the success of collecting fees for District weed abatement activities, and may adjust revenues in the upcoming Fiscal Year. For Account 4600, Other Revenues, these are funds being transfer from the County per Mid-Year Budget Adjustments and expected by the end of the Fiscal Year. Staff is actively seeking Summer Spectacular sponsorship now, and a few commitments have been secured.



## Expenditures

In the current Fiscal Year, some expenditures were related to efforts by staff to address operational efficiencies, such as one time expenditures for records retention/disposal, housekeeping and Fire Marshall inspections, fuel reduction on District properties, and replacing broken equipment and aged supplies. Some of these projects were not specifically budgeted. An example would be the necessary expenditures in accounts 5231 and 5232 to replace servers, software and hardware for computers and implement a back-up system to secure District electronic files.

Personnel expenditures are generally on track. Permanent salaries are high and part-time salaries low because employees who work over 20 hours per week are accounted for in the permanent salaries. The two accounts together, Salaries in general are 66.3% of budget. Staff will make this correction next Fiscal Year. As supervisors and managers worked to stabilize the work force and transition between Blue Ribbon temporary agency employees and District employees, overtime was accrued to fill shifts. This should not occur again next fiscal year because District is allowing an option for comp time instead of over-time pay, and the work force has stabilized.

The most significant operational savings at this time comes from the following items:

- Election savings of \$8,000
- Maintenance - Vehicle \$8,538

Savings in the Election account are the result of operational changes. Maintenance - Vehicle savings are the result of in-house skilled staff.

There are minor line item variances, both revenues and expenditures, throughout the Fiscal Year 2018-19 Budget. These variances are driven by the transition from the old finance system to Abila and staff learning new account codes. Other variances are driven by operational changes.

## CONCLUSION

Staff continue to learn about the District's operations and costs, implement operational efficiencies and address over-due projects. In addition, staff is learning two new software systems that track expenditures and revenues, Abila and Rec Trac; and implementing new accounting practices that will ensure accuracy and transparency. This knowledge and experience will greatly improve budget development for Fiscal Year 2019-20.

## Attachments

A: Third Quarter Financial Report

Cameron Park Community Services District  
Statement of Revenues and Expenditures  
Unposted Transactions Included In Report  
From 7/1/2018 Through 3/31/2019

**Attachment #7A**

*01 - General Fund*

		Total Budget - Revised Final	Current Year Actual To Date	Percent Exp To Date
4110	Property Taxes	3,994,388.00	2,265,720.74	56.72%
4113	Franchise Fees	176,000.00	121,645.70	69.11%
4115	Park Impact Fees	52,000.00	0.00	0.00%
4120	Quimby Fees	31,000.00	0.00	0.00%
4132	Fire Marshall Plan Review	22,000.00	11,938.80	54.26%
4140	Arc Review Fees	0.00	308.00	0.00%
4142	Tuition Fees	26,160.00	0.00	0.00%
4145	Youth Classes	35,000.00	21,119.40	60.34%
4146	Adult Classes	25,000.00	14,855.45	59.42%
4147	Youth Sports	100,000.00	68,889.26	68.88%
4148	Adult Sports	10,000.00	6,154.50	61.54%
4149	Camp Revenues	12,800.00	0.00	0.00%
4153	Senior Programs	12,000.00	10,886.45	90.72%
4170	Special Events	40,000.00	47,561.41	118.90%
4180	Park Lake Kiosk Revenues	40,800.00	7,469.50	18.30%
4181	Lake Season Pass	37,680.00	2,275.70	6.03%
4182	Picnic Site Rentals	9,960.00	189.00	1.89%
4183	Summer Kids Camp	40,800.00	10,420.00	25.53%
4184	Cameron Park Lake	10,000.00	5,806.65	58.06%
4185	CC Facility Rentals	10,000.00	13,099.87	130.99%
4186	Gym Rentals	35,000.00	23,206.14	66.30%
4187	Pool Use Fees	160,000.00	67,494.37	42.18%
4190	Parks Facility Revenue	65,000.00	58,921.84	90.64%
4220	Summer Spectacular	30,800.00	(693.00)	(2.25)%
4250	Donations	1,000.00	3,273.00	327.30%
4255	Sponsorships	22,067.00	4,000.00	18.12%
4260	JPA Reimbursable	1,150,000.00	974,601.82	84.74%
4262	Fire Apparatus Equip	136,244.00	122,749.70	90.09%
4400	Reimbursement	0.00	1,774.92	0.00%
4410	Weed Abatement	94,260.00	5,130.18	5.44%
4505	Interest Income	10,000.00	6,189.49	61.89%
4600	Other Income	39,295.00	1,434.61	3.65%
		6,429,254.00	3,876,423.50	60.29%
5000	Salaries - Permanent	505,000.00	455,104.10	90.11%
5010	Salaries - Part-time	182,350.00	105,925.31	58.08%
5020	Overtime	8,000.00	8,625.76	107.82%

Cameron Park Community Services District  
Statement of Revenues and Expenditures  
Unposted Transactions Included In Report  
From 7/1/2018 Through 3/31/2019

**Attachment #7A**

*01 - General Fund*

		Total Budget - Revised Final	Current Year Actual To Date	Percent Exp To Date
5130	Health Benefit	170,000.00	122,384.70	71.99%
5135	Retiree Health Benefit	88,547.00	67,412.87	76.13%
5140	Dental Insurance	3,500.00	4,903.28	140.09%
5150	Vision Insurance	1,600.00	1,386.89	86.68%
5160	CalPERS Employer	186,000.00	171,923.32	92.43%
5170	Worker's Compensation	16,000.00	14,722.15	92.01%
5180	FICA/Medicare Employer	24,050.00	16,084.77	66.88%
5190	UI/TT Contribution	21,700.00	11,479.19	52.89%
5209	Advertising/Marketing	20,000.00	25,753.73	128.76%
5210	Agency Administration Fee	96,668.00	24.83	0.02%
5215	Agriculture	2,200.00	3,727.05	169.41%
5220	Audit/Accounting	90,000.00	66,960.00	74.40%
5221	Bank Charge	16,000.00	10,276.37	64.22%
5230	Clothing/Uniforms	6,000.00	6,174.62	102.91%
5231	Computer Software	30,000.00	44,952.90	149.84%
5232	Computer Hardware	10,000.00	15,740.48	157.40%
5235	Contractual Services	28,200.00	21,990.87	77.98%
5236	Contractual - Provider	3,594,170.00	1,781,263.00	49.55%
5240	Contract Services - Other	173,800.00	93,263.19	53.66%
5250	Director Compensation	13,000.00	11,300.00	86.92%
5260	EDC Department Agency	7,200.00	4,560.71	63.34%
5265	Educational Materials	16,360.00	143.87	0.87%
5270	Elections	18,000.00	10,093.04	56.07%
5275	Equipment-Minor/Small	8,000.00	5,323.79	66.54%
5285	Fire & Safety Supplies	10,500.00	8,194.84	78.04%
5290	Fire Prevention & Inspection	900.00	1,555.00	172.77%
5295	Fire Turnout Gear	31,000.00	17,590.69	56.74%
5296	Fire- Volunteer/Resident	42,000.00	16,625.00	39.58%
5300	Food	5,000.00	3,739.78	74.79%
5305	Fuel	75,700.00	52,971.31	69.97%
5310	Government Fees/Permits	23,500.00	7,844.43	33.38%
5315	Household Supplies	38,000.00	22,141.17	58.26%
5316	Instructors	73,700.00	47,431.84	64.35%
5320	Insurance	85,500.00	82,233.18	96.17%
5335	Legal Services	21,500.00	10,927.90	50.82%
5340	Maint. - Vehicle Supplies	1,900.00	402.80	21.20%
5345	Maint. - Buildings	48,500.00	28,639.74	59.05%
5350	Maint. - Equipment	55,293.00	49,267.41	89.10%
5355	Maint. - Grounds	61,350.00	32,249.67	52.56%

Cameron Park Community Services District  
Statement of Revenues and Expenditures  
Unposted Transactions Included In Report  
From 7/1/2018 Through 3/31/2019

**Attachment #7A**

*01 - General Fund*

	Total Budget - Revised Final	Current Year Actual To Date	Percent Exp To Date	
5360	Maint. - Radio/Phones	1,500.00	1,484.78	98.98%
5365	Maint. - Tires & Tubes	14,000.00	10,249.16	73.20%
5370	Maint. - Vehicle	21,000.00	12,462.54	59.34%
5380	Memberships/Subscriptions	10,900.00	8,673.27	79.57%
5385	Mileage Reimbursement	3,200.00	1,981.39	61.91%
5395	Miscellaneous	(2,000.00)	(1,605.47)	80.27%
5400	Office Supplies/Expense	10,500.00	9,156.34	87.20%
5405	Pool Chemicals	37,400.00	22,486.19	60.12%
5410	Postage	2,900.00	1,920.85	66.23%
5415	Printing	1,000.00	700.91	70.09%
5420	Professional Services	110,000.00	53,000.06	48.18%
5421	Program Supplies	15,000.00	12,324.12	82.16%
5425	Publications & Legal Notices	600.00	447.52	74.58%
5430	Radios	700.00	630.50	90.07%
5431	Refund-Activity Pass	4,300.00	3,379.00	78.58%
5435	Rent/Lease - Bldgs	700.00	7,538.50	1,076.92%
5440	Rent/Lease - Equipment	2,000.00	2,562.94	128.14%
5455	Staff Development	12,000.00	21,693.84	180.78%
5465	Special Events	6,000.00	6,682.28	111.37%
5466	Summer Spectacular	50,000.00	23,710.22	47.42%
5470	Phones/internet	40,000.00	31,585.95	78.96%
5480	Travel/Lodging	700.00	559.40	79.91%
5490	Utilities - Water	60,000.00	27,337.52	45.56%
5492	Utilities - Electric/Gas	160,000.00	135,358.73	84.59%
5493	Utilities - Garbage	800.00	0.00	0.00%
5500	Vandalism	1,000.00	730.54	73.05%
5501	Cal Fire In Kind Purchases	16,000.00	13,703.58	85.64%
5625	Capital Equipment Expense	266,271.00	82,854.33	31.11%
		6,757,159.00	3,954,924.54	58.53%
		(327,905.00)	(78,501.04)	23.94%



## Agenda Transmittal

**DATE:** April 17, 2019

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

**AGENDA ITEM #8:** CC&R VIOLATION ENFORCEMENT PRIORITIES

**RECOMMENDED ACTION:** REVIEW AND APPROVE

### INTRODUCTION

At the CC&R Committee meeting on February 4, 2019, staff presented a report detailing some of the challenges associated with parking violation enforcement. As part of that discussion, staff was asked to outline overall enforcement priorities to be presented to the Committee for review. The following report has been prepared as framework for response priorities and resource allocation. The implementation of such priorities will contribute to an increased level of enforcement consistency and greater transparency.

### DISCUSSION

Staff continues to navigate the volume of complaints submitted to the CC&R compliance office. The nature of the complaints range from nuisances to visual blight to health and safety concerns. Staff must continually re-prioritize workload in order to address as many of these concerns as possible in a timely manner. The availability of resources limits the ability of staff to promptly respond to some types of complaints. In some cases, complaints do not fall within the purview of CC&R enforcement. Staff is recommending the establishment of guidelines for response priorities.

Staff has drafted the following priority levels based on:

- Impact on property values and impact on quality of life
- Available resources and ability to enforce each violation type
- CC&R workshop feedback

- Public safety resulting from non-compliance with applicable CC&Rs
- The frequency of each type of complaint

**High Priority**

1. Issues to include situations where non-compliance to applicable CC&Rs may pose a risk to public safety.

District staff will address if the complaint is within the purview of the CC&R Office. An example would be an overgrown hedge that blocks an important sightline on a public roadway.

Active or imminent dangers would be referred to the appropriate authority (i.e. Sheriff, Fire Department, Code Enforcement, Child Protective Services, Adult Protective Services, etc.).

**Medium Priority** - Issues to include conditions that directly affect property values; conditions that create visual blight and RV/Boat/Trailer/Commercial vehicle parking.

2. Property maintenance deficiencies (roofs, exterior walls, fences, decks etc.)
3. Debris
4. RV/Boat/Trailer/Commercial vehicle parking
5. Landscaping/Yard maintenance
6. Inoperable vehicles (significant damage, flat tires, on jacks, missing parts etc.)
7. Property improvement projects that have not received Architectural Review Committee Approval

**Low Priority** - Issues that will be addressed as resources allow. Some of these issues are difficult to verify with available resources.

8. Trash receptacles improperly stored
9. Overnight parking
10. Too many cars parked in driveway
11. On street parking of passenger vehicles
12. All other reported CC&R violations

Staff is often contacted regarding situations that either do not fall within the realm of CC&Rs, or are ineffectively addressed due to authority or resource limitations. In an effort to best serve the community, it is often more effective to refer some situations to a partnering agency with greater authority to properly address these resident concerns. These situations may include but are not limited to:

- Abandoned Vehicles - El Dorado County Sheriff Vehicle Abatement
- Barking Dogs - El Dorado County Animal Control
- Drainage - El Dorado County Department of Transportation
- Fire Hazards - Cameron Park Fire Department
- Home Based Businesses - El Dorado County Code Compliance
- Noise Nuisances - El Dorado County Sheriff
- Road Repair - El Dorado County Department of Transportation

Staff recommends reserving the District's right to refer some complaints to other agencies when appropriate. This is in no way intended to forfeit the District's ability to concurrently seek CC&R compliance nor waive the option of pursuing compliance for such matters in the future.

#### **CC&R COMMITTEE RECOMMENDATION**

CC&R Committee reviewed and discussed the report during the April 1, 2019 committee meeting. They moved to send the report to the Board of Directors for approval.

#### **CONCLUSION**

As staff continues to restructure current operations in order to be more efficient and provide a higher level of service to Cameron Park residents, the implementation of enforcement priorities is recommended. Pursuant to the primary goal of CC&Rs to protect home values, staff feels the recommended set priorities will better support that mission. The establishment of such priorities will provide guidelines for managing the limited resources available for CC&R enforcement. By approving the aforementioned priorities, staff will respond to complaints based on priority level. If priorities are not established, staff will respond to complaints on a case-by-case basis due to the wide range of issues.



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



**Budget and Administration Committee**

**Tuesday, April 2, 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***

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1. **Discuss and Consider El Dorado Disposal/Waste Connections – Adjustments for Extraordinary Circumstances & Annual Consumer Price Index Adjustment (J. England)**
2. **Quarterly Finance Report (V. Neibauer)**

**3. Staff Updates (V. Neibauer)**

- Check Register for Month of March (through the 21<sup>st</sup>)

**4. Items for the May & Future Committee Meetings**

- Investment Policy
- Revised Park Development Fees

**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, April 1, 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 Magoolahgan

- 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. CC&R Violation Enforcement Priorities (K. Magoolahgan)**
  - Action: Review and Discuss

**7. MONTHLY STAFF REPORT**

- Staff Update
- Initial Notices
- Final Notices
- Pre-Legal Notices
- Legal Cases
- Corrected Violations

**ITEMS REQUIRING ACTION**

<b>Property Address</b>	<b>Violation</b>	<b>Unit</b>	<b>Clause</b>	<b>Current Status</b>	<b>Action Requested</b>
2642 Bertella Road	Debris in front of property	Bar J Ranch #6	2.15	Final Notice	Move from Final Notice to Pre-legal
3248 Catawba Drive	Chickens on property	Cameron Woods #5	8	Final Notice	Move from Final Notice to Pre-legal
2926 Royal Park Dr	Debris visible from the road	Deer Creek Estates #1	11	Final Notice	Move from Final Notice to Pre-legal

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

**8. Items for May 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, April 2, 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 Conservation Corps Work Project** (oral report; J. Ritzman, Chief Moranz)
2. **Review Weed Abatement Budget** (Proposed Budget for Weed Abatement, Improved Lots - S. Moranz, J. Ritzman)

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

**4. Items for May 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, April 1, 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. Develop Process to Identify Park Improvement Projects for Prop 68 or Other Grant Opportunities**  
(oral workshop; J. Ritzman)

**2. Staff Written Reports & Oral Updates (M. Grassle and T. Helm)**

- Banners in Right of Way
- Boat Program
- Summer Spectacular
- Construction Warranty Work

**3. Items for the May & Future Committee Agendas**

**4. 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, March 28, 2019**

**5:00 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. **El Dorado Union High School District Presentation** (Dan Augino, Director of Maintenance & Operations, EDUHSD)
2. **Report Back - Opportunities for Solar Grants** (Glenn Rambach)
3. **Future Meeting Calendar**
4. **Items for Next & Future Committee Agendas**
  - Enpro Presentation
  - Solar grants for government entities
5. **Items to take to the Board of Directors**

**MATTERS TO AND FROM COMMITTEE MEMBERS**

**ADJOURNMENT**