



Budget and Administration Committee
Tuesday, June 4, 2019
7:00 p.m.
2502 Country Club Drive, Cameron Park
Amended Agenda

Members: Chair Director Monique Scobey (MS), Vice Chair (vacant),
and Alternate Director Holly Morrison (HM)
Staff: Jill Ritzman, General Manager
and Vicky Neibauer, Finance/Human Resources Officer

CALL TO ORDER

ROLL CALL

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

DEPARTMENT MATTERS

PUBLIC COMMENT

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

- 1. 3rd Draft FY 2019/20 Preliminary Budget** (J. Ritzman, V. Neibauer)
- 2. Grant Writer Information – Grant Opportunities for the District** (J. Ritzman)
- 3. SDRMA Elections** (J. Ritzman)

4. **El Dorado Disposal/Waste Connections Performance Reports** (informational)
5. **Staff Updates** (V. Neibauer)
 - Check Register for Month of May
6. **Items for July & Future Committee Meetings**
 - *Proposed Legislation – ACA 1 (J. Ritzman)*
7. **Items to take to the Board of Directors**

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

ADJOURNMENT



Budget and Administration Committee
Wednesday, May 22, 2019

6:00 p.m.

2502 Country Club Drive, Cameron Park

Conformed 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 – 6:00pm

ROLL CALL - MS (Holly Morrison, alternate, arrived late at 7:28pm)

ADOPTION OF AGENDA - MS

APPROVAL OF CONFORMED AGENDA – Move to Board

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.

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DEPARTMENT MATTERS

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1. 2nd Draft FY 2019/20 Preliminary Budget (J. Ritzman, V. Neibauer)

- Discussed 2nd Draft FY 2019/20 Preliminary Budget;

2. Items for June & Future Committee Meetings

- 3rd Draft FY 2019/20 Preliminary Budget
- Proposed Legislation – ACA 1 (J. Ritzman)

3. Items to take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

ADJOURNMENT – *8:00pm*



Agenda Transmittal

DATE: June 4, 2019

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

AGENDA ITEM #1: **STAFF COVER REPORT – 3RD DRAFT FISCAL YEAR 2019-20
PRELIMINARY BUDGET**

RECOMMENDED ACTION: **REVIEW AND DISCUSS**

BUDGET ACCOUNT: FUND 01; GENERAL FUND

BUDGET IMPACT: Overall Deficit for Operations Reduced to \$26,405; Capital Outlay Costs \$242,054 = Total Proposed Deficit \$268,459

Attached to this cover staff report are the following budget documents:

- Bulleted summary list of programs reduced or eliminated with an amount specified;
- Updated Fund 01, General Fund chart outlining the Fixed Costs, operating budget units, and Capital Improvements;
- Updated spreadsheets for each budget unit;
- Roll-up of the budget units to Fund 01, General Fund budget.

Staff wanted to acknowledge a few items which may answer questions when reviewing the Fund 01, General Fund budget.

- Account 4182 has a large increase because kiosk revenues related to picnic site rentals are included in this line item. Staff is concerned about the amount budgeted and will be conducting further investigation to verify that this amount of revenue is appropriate before Final Budget is presented in August.
- Account 4190 is for Sports Fields rentals; there is a significant decrease budgeted. Staff pulled reports from Rec Trac about actual revenues generated from sports field rentals for one year and based FY 2019-20 on that amount.

- Account 4400 is comprised of revenues from the California Climate Investment Grant allocated to both Parks and Weed Abatement Ordinance budget units (\$30,000 total). The remaining portion is Recreation revenues generated in excess of their operational needs and transferred to the Community Center to support its operations.
- Accounts 5000 and 5010 for full-time and part-time staff salaries have increased by approximately \$108,000 total for both accounts. Approximately half of this combined increase is related to the negotiated wage increase for full-time and half is due to the Recreation Coordinator position which was approved in the District Organizational chart but not budgeted in the Recreation budget Account 5000. Recreation no longer has this full-time position, and have part-time staff overseeing program areas of aquatics, day camp and sports.

Staff is preparing and will bring the following information and reports to the committee meeting:

- Chart outlining staffing levels in the General Fund, part-time and full-time;
- Historical information regarding CalPERS pension obligations;
- Lighting and Landscape District budgets.

Attachments:

1A – 3rd Draft FY 2019-20 Preliminary Budget

Cameron Park Community District
 LIST OF BUDGET CHANGES FOR 2ND and 3RD DRAFT PRELIMINARY OPERATING BUDGET
 Fiscal Year 2019-20
 June 4, 2019

Changes 1st - 2nd Draft1st Draft Deficit (\$974,975)

- (\$94,411) - 5% Reduction for all Departments along with various other adjustments
- (\$18,358) Eliminate Summer Spectacular in 2020
- (\$30,614) Close Lagoon after 2019 Season
- (\$252,054) Reallocated Capital Improvements to new Capital Improvements Budget Unit
- (\$3,900) Removed 1 Director Compensation
- (\$12,000) Eliminated HR Consultant in Administration Department
- (\$5,551) Eliminated Special Project (Retired Annuitant) from Administration Department
- (\$250,000) Reduced from Cal Fire Contract Cost by Average Annual Savings in Fire and Emergency Services Department
- (\$76,000) Reduced Weed Abatement Program
- (\$25,000) Reduced Cal Fire Capital Improvement for Station 89 Bay Doors
- (\$1,000) Eliminated Fire and Emergency Services Department Travel/Lodging
- \$15,000 Added from California Climate Investment Grant to Parks Budget Unit for fuel reduction efforts on Park properties
- \$15,000 Added from CCI grant to support Weed Abatement Ordinance education
- \$38,592 Added CSD/JPA fuel reimbursement to Fire and Emergency Services
- \$10,000 Added for Station 88 design funded by Fire Impact fees

- No effect on Operating Costs - \$431,354 Reallocated fixed costs from Departments to new Fixed Costs Budget Unit (Insurance, Retiree Health, Unfunded Liability, audit costs, LAFCO allocation, Dam monitoring and permitting)
- No effect on Operating Costs - \$100,000 Reallocated Property Tax allocation from Recreation Department

2nd Draft Deficit (284,679)Changes 2nd – 3rd Draft

- (\$15,266) Under Fill Parks Supervisor (October 2019)
- (\$40,000) Close Community Center Sunday-Monday (no revenue loss assumed)
- (\$32,887) Eliminate additional Parks Part Time staff
- (\$56,527) Reduce Weed Abatement (Unfund or find Alternate Funding source)
- \$74,437 Increase Property Tax revenues – 5%
- \$39,157 Increase Program Revenues 5%

3rd Draft Deficit – (\$26,405)

	*** Fixed Costs	Operating Budget					Subtotal	Capital Improvement	Total Over/Under	
	Admin	Fire	Weed Ord	Parks	Comm Cntr	Recr				
Revenues - fees & other sources	-	209,000	1,207,592	104,590	80,914	278,739	408,186	2,289,021	211,717	2,500,738
Property Tax allocation	431,354	435,955	2,853,897	-	467,751	-	-	4,188,957	-	4,188,957
Sub-total Revenues	431,354	644,955	4,061,489	104,590	548,664	278,739	408,186	6,477,977	211,717	6,689,694
Expenditures	431,354	644,955	4,061,489	104,590	548,664	305,144	408,186	6,504,382	453,771	6,958,153
(over) under	-	-	-	-	-	(26,405)	-	(26,405)	(242,054)	(268,459)
% of Total Property Tax	10%	10%	68%	0%	11%	0%	0%	100%	0%	100%

*** Fixed Costs: Cal PERS retiree health and unfunded liability, insurance, dam monitoring & permitting, LAFCO, audit services

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
01 - General Fund
From 7/1/2019 Through 5/31/2020

Attachment 1A

		FY 18-19 Total Budget - Final	FY 19-20 Total Budget - Proposed
	Operating Revenue		
4110	Property Taxes	3,994,388.00	4,188,957.00
4113	Franchise Fees	176,000.00	200,000.00
4115	Park Impact Fees	52,000.00	52,000.00
4120	Quimby Fees	31,000.00	0.00
4125	Fire Development	0.00	10,000.00
4132	Fire Marshall Plan Review	22,000.00	18,000.00
4142	Tuition Fees	26,160.00	0.00
4145	Youth Classes	35,000.00	38,000.00
4146	Adult Classes	25,000.00	36,727.00
4147	Youth Sports	100,000.00	100,000.00
4148	Adult Sports	10,000.00	18,800.00
4149	Camp Revenues	12,800.00	12,800.00
4153	Senior Programs	12,000.00	12,000.00
4170	Special Events	40,000.00	25,000.00
4180	Park Lake Kiosk Revenues	40,800.00	21,012.00
4181	Lake Season Pass	37,680.00	21,666.00
4182	Picnic Site Rentals	9,960.00	27,436.00
4183	Summer Kids Camp	40,800.00	42,000.00
4184	Cameron Park Lake Concessions	10,000.00	3,250.00
4185	CC Facility Rentals	10,000.00	57,750.00
4186	Gym Rentals	35,000.00	33,650.00
4187	Pool Use Fees	160,000.00	192,900.00
4190	Parks Facility Revenue	65,000.00	27,061.00
4220	Summer Spectacular	30,800.00	0.00
4250	Donations	1,000.00	1,000.00
4255	Sponsorships	22,067.00	30,000.00
4260	JPA Reimbursable	1,150,000.00	1,150,000.00
4262	Fire Apparatus Equip Replcmt	136,244.00	100,000.00
4400	Reimbursement	0.00	114,503.00
4410	Weed Abatement	94,260.00	33,263.00
4505	Interest Income	10,000.00	9,000.00
4600	Other Income	39,295.00	112,919.00
	Total Operating Revenue	6,429,254.00	6,689,694.00
	Expenditures		
5000	Salaries - Permanent	505,000.00	687,532.00
5010	Salaries - Part-time	182,350.00	108,175.00
5020	Overtime	8,000.00	5,000.00
5130	Health Benefit	170,000.00	111,542.00

Cameron Park Community Services District
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	FY 18-19 Total Budget - Final	FY 19-20 Total Budget - Proposed	
5135	Retiree Health Benefit	88,547.00	113,508.00
5140	Dental Insurance	3,500.00	10,716.00
5150	Vision Insurance	2,250.00	1,503.00
5160	CalPERS Employer Retirement	186,000.00	222,633.00
5170	Worker's Compensation	16,000.00	22,421.00
5180	FICA/Medicare Employer Contribut...	23,400.00	13,218.00
5190	UI/TT Contribution	21,700.00	36,553.00
5209	Advertising/Marketing	20,000.00	27,245.00
5210	Agency Administration Fee	96,668.00	0.00
5215	Agriculture	2,200.00	18,485.00
5220	Audit/Accounting	90,000.00	47,500.00
5221	Bank Charge	16,000.00	14,141.00
5230	Clothing/Uniforms	6,000.00	9,825.00
5231	Computer Software	30,000.00	37,060.00
5232	Computer Hardware	10,000.00	47,750.00
5235	Contractual Services	28,200.00	20,000.00
5236	Contractual - Provider Services	3,594,170.00	3,710,059.00
5240	Contract Services - Other	173,800.00	109,650.00
5250	Director Compensation	13,000.00	13,700.00
5260	EDC Department Agency	7,200.00	7,480.00
5265	Educational Materials	16,360.00	17,845.00
5270	Elections	18,000.00	0.00
5275	Equipment-Minor/Small Tools	8,000.00	9,500.00
5285	Fire & Safety Supplies	10,500.00	4,750.00
5290	Fire Prevention & Inspection	900.00	1,800.00
5295	Fire Turnout Gear	31,000.00	31,000.00
5296	Fire- Volunteer/Resident	42,000.00	29,200.00
5300	Food	5,000.00	6,060.00
5305	Fuel	75,700.00	71,000.00
5310	Government Fees/Permits	23,500.00	24,059.00
5315	Household Supplies	38,000.00	27,095.00
5316	Instructors	73,700.00	66,500.00
5320	Insurance	85,500.00	103,500.00
5335	Legal Services	21,500.00	14,250.00
5340	Maint. - Vehicle Supplies	500.00	1,000.00
5345	Maint. - Buildings	49,900.00	50,495.00
5350	Maint. - Equipment	55,293.00	47,540.00
5355	Maint. - Grounds	61,350.00	86,488.00
5360	Maint. - Radio/Phones	1,500.00	2,000.00
5365	Maint. - Tires & Tubes	14,000.00	16,100.00

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
01 - General Fund
From 7/1/2019 Through 5/31/2020

Attachment 1A

	<u>FY 18-19 Total</u> <u>Budget - Final</u>	<u>FY 19-20 Total</u> <u>Budget - Proposed</u>	
5370	Maint. - Vehicle	21,000.00	21,000.00
5375	Medical Supplies	0.00	1,650.00
5380	Memberships/Subscriptions	10,900.00	9,445.00
5385	Mileage Reimbursement	3,200.00	1,475.00
5395	Miscellaneous	(2,000.00)	0.00
5400	Office Supplies/Expense	10,500.00	10,848.00
5405	Pool Chemicals	37,400.00	36,500.00
5410	Postage	2,900.00	8,400.00
5415	Printing	1,000.00	595.00
5420	Professional Services	110,000.00	104,800.00
5421	Program Supplies	15,000.00	19,950.00
5425	Publications & Legal Notices	600.00	595.00
5430	Radios	700.00	2,500.00
5431	Refund-Activity Pass	4,300.00	1,500.00
5435	Rent/Lease - Bldgs, Fields, etc.	700.00	8,300.00
5440	Rent/Lease - Equipment	2,000.00	4,180.00
5455	Staff Development	12,000.00	26,600.00
5465	Special Events	6,000.00	7,695.00
5466	Summer Spectacular	50,000.00	0.00
5470	Phones/internet	40,000.00	44,675.00
5480	Travel/Lodging	700.00	0.00
5490	Utilities - Water	60,000.00	42,500.00
5492	Utilities - Electric/Gas	160,000.00	168,350.00
5493	Utilities - Garbage	800.00	0.00
5500	Vandalism	1,000.00	2,000.00
5501	Cal Fire In Kind Purchases	16,000.00	13,500.00
5625	Capital Equipment Expense	<u>266,271.00</u>	<u>415,217.00</u>
	Total Expenditures	<u>6,757,159.00</u>	<u>6,958,153.00</u>
	Net Revenue Over Expenditures	<u>(327,905.00)</u>	<u>(268,459.00)</u>

FY 2019-20 Fixed Costs Budget

4110	Operating	Property Taxes	431,354
	Total		431,354

	Expenditures		
5000		Salaries - Permenent	0
5010		Salaries - Part-time	
5130		Health Benefit	
5135		Retiree Health Benefit	113,508
5150		Vision Insurance	
5160		CalPERS Employer Retirement	161,807
5170		Worker's Compensation	
5180		FICA/Medicare Employer	
5190		UI/TT Contribution	
5209		Advertising/Marketing	
5210		Agency Administration Fee	
5220		Audit/Accounting	28,500
5230		Clothing/Uniforms	
5231		Computer Software	
5232		Computer Hardware	
5235		Contractual Services	
5236		Contractual - Provider Services	
5240		Contract Services - Other	
5250		Director Compensation	
5260		EDC Department Agency	7,480
5265		Educational Materials	
5275		Equipment-Minor/Small Tools	
5285		Fire & Safety Supplies	
5295		Fire Turnout Gear	
5296		Fire- Volunteer/Resident	
5300		Food	
5305		Fuel	
5310		Government Fees/Permits	16,559
5315		Household Supplies	
5320		Insurance	103,500
5335		Legal Services	
5345		Maint. - Buildings	
5350		Maint. - Equipment	
5355		Maint. - Grounds	
5360		Maint. - Radio/Phones	
5365		Maint. - Tires & Tubes	
5370		Maint. - Vehicle	
5380		Memberships/Subscriptions	
5400		Office Supplies/Expense	
5410		Postage	
5415		Printing	
5420		Professional Services	
5425		Publications & Legal Notices	

5430	Radios	
5455	Staff Development	
5465	Special Events	
5470	Phones/internet	
5480	Travel/Lodging	
5490	Utilities - Water	
5492	Utilities - Electric/Gas	
5625	Capital Equipment Expense	
	Total	431,354
	Net Revenue	0
	Over Expenditures	

FY 2019-20 Weed Abatement Budget

Operating

4110	Property Taxes	
4132	Fire Marshall Plan Review	
4142	Tuition Fees	
4250	Donations	
4260	JPA Reimbursable	
4262	Fire Apparatus Equip Replcmt	0
4410	Weed Abatement	33,263
4600	Other Income (CCI Grant)	15,000
	Total	48,263

Expenditures

5000	Salaries - Permenent	0
5010	Salaries - Part-time	38,400
5130	Health Benefit	0
5135	Retiree Health Benefit	
5150	Vision Insurance	0
5160	CalPERS Employer Retirement	
5170	Worker's Compensation	1,152
5180	FICA/Medicare Employer	2,938
5190	UI/TT Contribution	1,920
5209	Advertising/Marketing	0
5210	Agency Administration Fee	0
5230	Clothing/Uniforms	500
5231	Computer Software	3,680
5232	Computer Hardware	2,500
5235	Contractual Services	
5236	Contractual - Provider Services	
5240	Contract Services - Other	30,000
5250	Director Compensation	0
5260	EDC Department Agency	
5265	Educational Materials	15,000
5275	Equipment-Minor/Small Tools	
5285	Fire & Safety Supplies	
5295	Fire Turnout Gear	
5296	Fire- Volunteer/Resident	
5300	Food	
5305	Fuel	
5310	Government Fees/Permits	
5315	Household Supplies	1,000
5320	Insurance	
5335	Legal Services	0
5345	Maint. - Buildings	
5350	Maint. - Equipment	
5355	Maint. - Grounds	
5360	Maint. - Radio/Phones	
5365	Maint. - Tires & Tubes	
5370	Maint. - Vehicle	

5380	Memberships/Subscriptions	
5400	Office Supplies/Expense	1,500
5410	Postage	6,000
5415	Printing	
5420	Professional Services	
5425	Publications & Legal Notices	
5430	Radios	
5455	Staff Development	
5465	Special Events	0
5470	Phones/internet	
5480	Travel/Lodging	
5490	Utilities - Water	
5492	Utilities - Electric/Gas	
5625	Capital Equipment Expense	
	Total	104,590
	Net Revenue	(56,327)
	Over Expenditures	

			FY 2018-19 Total Budget · Final	FY 2019-20 Budget	Change from FY 18-19 to FY 19-20
Operating Revenue					
4110	1000	Property Taxes	316,342.00	435,955	119,613
4113	1000	Franchise Fees	176,000.00	200,000	24,000
4250	1000	Donations	1,000.00	0	(1,000)
4400	1000	Reimbursement	(20,000.00)	0	20,000
4505	1000	Interest Income	10,000.00	9,000	(1,000)
4600	1000	Other Income	0.00	0	0
Total Operating			483,342.00	644,955	161,613
Expenditures					
5000	1000	Salaries - Permanent	263,923	321,138	57,215
5010	1000	Salaries - Part-time	0	0	0
5020	1000	Overtime	3,500	2,000	(1,500)
5130	1000	Health Benefit	70,260	35,093	(35,167)
5135	1000	Retiree Health Benefit	19,821	0	(19,821)
5140	1000	Dental Insurance	3,500	5,006	1,506
5150	1000	Vision Insurance	425	393	(32)
5160	1000	CalPERS Employer Retirement	101,946	26,899	(75,047)
5170	1000	Worker's Compensation	6,188	10,124	3,936
5180	1000	FICA/Medicare Employer Contribution	22,994	4,893	(18,101)
5190	1000	UI/TT Contribution	7,680	16,057	8,377
5209	1000	Advertising/Marketing	3,000	285	(2,715)
5210	1000	Agency Administration Fee	6,767	0	(6,767)
5220	1000	Audit/Accounting	85,167	19,000	(66,167)
5221	1000	Bank Charge	7,000	4,750	(2,250)
5230	1000	Clothing/Uniforms	2,000	475	(1,525)
5231	1000	Computer Software	3,400	9,500	6,100
5232	1000	Computer Hardware	10,000	33,250	23,250
5235	1000	Contractual Services	68,915	0	(68,915)
5240	1000	Contract Services - Other	0	38,950	38,950
5250	1000	Director Compensation	9,400	13,700	4,300
5260	1000	EDC Department Agency	1,800	0	(1,800)
5265	1000	Educational Materials	0	95	95
5270	1000	Elections	18,000	0	(18,000)
5275	1000	Equipment-Minor/Small Tools	0	0	0
5300	1000	Food	1,400	1,710	310
5315	1000	Household Supplies	0	95	95
5317	1000	Interest	0	0	0
5320	1000	Insurance	3,800	0	(3,800)
5335	1000	Legal Services	21,500	14,250	(7,250)
5345	1000	Maint. - Buildings	0	95	95
5350	1000	Maint. - Equipment	1,400	3,040	1,640
5380	1000	Memberships/Subscriptions	8,290	7,885	(405)
5385	1000	Mileage Reimbursement	(1,100)	475	1,575
5395	1000	Miscellaneous	(2,000)	0	2,000
5400	1000	Office Supplies/Expense	3,000	2,898	(103)

			FY 2018-19	FY 2019-20	Change from
			Total Budget	Budget	FY 18-19 to FY
			Final		19-20
5410	1000	Postage	0	1,900	1,900
5415	1000	Printing	0	95	95
5420	1000	Professional Services	28,167	31,100	2,933
5425	1000	Publications & Legal Notices	100	95	(5)
5431	1000	Refund-Activity Pass	4,300	0	(4,300)
5435	1000	Rent/Lease - Bldgs	650	0	(650)
5440	1000	Rent/Lease - Equipment	0	380	380
5455	1000	Staff Development	1,000	2,850	1,850
5466	1000	Summer Spectacular	0	0	0
5470	1000	Phones/internet	14,600	5,130	(9,470)
5480	1000	Travel/Lodging	0	0	0
5492	1000	Utilities - Electric/Gas	13,500	31,350	17,850
5493	1000	Utilities - Garbage	800	0	(800)
5625	1000	Capital Equipment Expense	0	0	0
Total			815,093	644,955	(170,138)
Net Revenue Over			(331,751)	0	331,751
Expenditures					

		FY 2018-19 Total Budget · Final	FY 2019-20 Fire Base Budget	Change from 2018-19 to 2019-20
Operating Revenue				
4110	Property Taxes	2,768,422	2,853,897	85,475
4132	Fire Marshall Plan Review	22,000	18,000	(4,000)
4142	Tuition Fees	26,160	0	(26,160)
4250	Donations	0	1,000	1,000
4260	JPA Reimbursable	1,150,000	1,150,000	0
4262	Fire Apparatus Equip Replcmt	136,244	0	(136,244)
4410	Weed Abatement	94,260	0	(94,260)
4600	Other Income (JPA/CSD Fuel Reimb)	36,295	38,592	2,297
	Total Operating	4,233,381	4,061,489	(171,892)
Expenditures				
5000	Salaries - Permenent	19,755	0	(19,755)
5010	Salaries - Part-time	30,582		(30,582)
5130	Health Benefit	0	0	0
5135	Retiree Health Benefit	60,278	0	(60,278)
5150	Vision Insurance	650	0	(650)
5160	CalPERS Employer Retirement	1,896	0	(1,896)
5170	Worker's Compensation	917		(917)
5180	FICA/Medicare Employer Contribution	(207)		207
5190	UI/TT Contribution	3,588		(3,588)
5209	Advertising/Marketing	250	0	(250)
5210	Agency Administration Fee	67,668	0	(67,668)
5230	Clothing/Uniforms	2,500	2,500	0
5231	Computer Software	7,500	17,680	10,180
5232	Computer Hardware	0	12,000	12,000
5235	Contractual Services	0	10,000	10,000
5236	Contractual - Provider Services (reduced)	3,594,170	3,710,059	115,889
5240	Contract Services - Other	130,032	25,000	(105,032)
5250	Director Compensation	2,400	0	(2,400)
5260	EDC Department Agency	1,800	0	(1,800)
5265	Educational Materials	15,610	2,500	(13,110)
5275	Equipment-Minor/Small Tools	2,000	2,000	0
5285	Fire & Safety Supplies	8,850	1,500	(7,350)
5295	Fire Turnout Gear	31,000	31,000	0
5296	Fire- Volunteer/Resident	42,000	29,200	(12,800)
5300	Food	1,500	1,500	0
5305	Fuel	66,700	62,000	(4,700)
5310	Government Fees/Permits	3,000	3,000	0
5315	Household Supplies	6,000	7,000	1,000
5320	Insurance	35,150	0	(35,150)
5335	Legal Services	0	0	0
5345	Maint. - Buildings	11,000	11,000	0
5350	Maint. - Equipment	15,000	20,000	5,000
5355	Maint. - Grounds	3,000	3,000	0
5360	Maint. - Radio/Phones	1,500	2,000	500
5365	Maint. - Tires & Tubes	12,000	12,000	0

Attachment 1A

		FY 2018-19 Total Budget · Final	FY 2019-20 Fire Base Budget	Change from 2018-19 to 2019-20
5370	Maint. - Vehicle	17,000	16,000	(1,000)
5380	Memberships/Subscriptions	850	850	0
5400	Office Supplies/Expense	4,000	4,500	500
5410	Postage	2,500	500	(2,000)
5415	Printing	500	500	0
5420	Professional Services	4,200	4,200	0
5425	Publications & Legal Notices	500	500	0
5430	Radios	700	2,500	1,800
5455	Staff Development	5,250	18,000	12,750
5465	Special Events	0	0	0
5470	Phones/internet	15,000	15,000	0
5480	Travel/Lodging	1,000	0	(1,000)
5490	Utilities - Water	7,000	9,000	2,000
5492	Utilities - Electric/Gas	25,000	25,000	0
5625	Capital Equipment Expense	<u>234,554</u>	0	(234,554)
	Total	<u>4,496,143</u>	4,061,489	(434,654)
	Net Revenue Over Expenditures	<u>(262,762)</u>	0	262,762

FY 2019-20 Weed Abatement Budget

Operating

4110	Property Taxes	
4132	Fire Marshall Plan Review	
4142	Tuition Fees	
4250	Donations	
4260	JPA Reimbursable	
4262	Fire Apparatus Equip Replcmt	0
4410	Weed Abatement	33,263
4600	Other Income (CCI Grant)(alternative fding)	71,327
Total		104,590

Expenditures

5000	Salaries - Permenent	0
5010	Salaries - Part-time	38,400
5130	Health Benefit	0
5135	Retiree Health Benefit	
5150	Vision Insurance	0
5160	CalPERS Employer Retirement	
5170	Worker's Compensation	1,152
5180	FICA/Medicare Employer	2,938
5190	UI/TT Contribution	1,920
5209	Advertising/Marketing	0
5210	Agency Administration Fee	0
5230	Clothing/Uniforms	500
5231	Computer Software	3,680
5232	Computer Hardware	2,500
5235	Contractual Services	
5236	Contractual - Provider Services	
5240	Contract Services - Other	30,000
5250	Director Compensation	0
5260	EDC Department Agency	
5265	Educational Materials	15,000
5275	Equipment-Minor/Small Tools	
5285	Fire & Safety Supplies	
5295	Fire Turnout Gear	
5296	Fire- Volunteer/Resident	
5300	Food	
5305	Fuel	
5310	Government Fees/Permits	
5315	Household Supplies	1,000
5320	Insurance	
5335	Legal Services	0
5345	Maint. - Buildings	
5350	Maint. - Equipment	
5355	Maint. - Grounds	
5360	Maint. - Radio/Phones	

5365	Maint. - Tires & Tubes	
5370	Maint. - Vehicle	
5380	Memberships/Subscriptions	
5400	Office Supplies/Expense	1,500
5410	Postage	6,000
5415	Printing	
5420	Professional Services	
5425	Publications & Legal Notices	
5430	Radios	
5455	Staff Development	
5465	Special Events	0
5470	Phones/internet	
5480	Travel/Lodging	
5490	Utilities - Water	
5492	Utilities - Electric/Gas	
5625	Capital Equipment Expense	
	Total	104,590
	Net Revenue	0
	Over Expenditures	

		FY 2018-19 Total Budget Final	FY 2019-20 Budget	Change from FY 18-19 to FY 19-20
Operating Revenue				
4110	Property Taxes	711,880	467,751	(244,129)
4115	Park Impact Fees	52,000		(52,000)
4120	Quimby Fees	31,000	0	(31,000)
4181	Lake Season Pass	18,840	12,246	(6,594)
4182	Picnic Site Rentals	7,968	26,606	18,638
4190	Parks Facility Revenue	37,574	27,061	(10,513)
4255	Sponsorships	(7,933)		7,933
4400	Reimbursement	0	15,000	15,000
	Total Operating	851,329	548,664	(302,665)
Expenditures				
5000	Salaries - Permanent	123,924	153,091	29,167
5010	Salaries - Part-time	29,400		(29,400)
5020	Overtime	500	2,000	1,500
5130	Health Benefit	53,027	34,944	(18,083)
5135	Retiree Health Benefit	8,448	0	(8,448)
5140	Dental Insurance	0	2,451	2,451
5150	Vision Insurance	482	434	(48)
5160	CalPERS Employer Retirement	29,317	15,804	(13,513)
5170	Worker's Compensation	4,600	5,278	678
5180	FICA/Medicare Employer Contribution	0	2,551	2,551
5190	UI/TT Contribution	4,600	8,797	4,197
5209	Advertising/Marketing	1,000	0	(1,000)
5210	Agency Administration Fee	17,400	0	(17,400)
5215	Agriculture	2,200	17,285	15,085
5220	Audit/Accounting	0	0	0
5221	Bank Charge	2,500	0	(2,500)
5230	Clothing/Uniforms	(250)	3,600	3,850
5231	Computer Software	4,000	1,500	(2,500)
5235	Contractual Services	(40,715)	0	40,715
5240	Contract Services - Other	40,000	0	(40,000)
5250	Director Compensation	1,200	0	(1,200)
5260	EDC Department Agency	1,800	0	(1,800)
5265	Educational Materials	750	250	(500)
5275	Equipment-Minor/Small Tools	3,000	6,000	3,000
5285	Fire & Safety Supplies	1,250	2,500	1,250
5300	Food	0	750	750
5305	Fuel	9,000	9,000	0
5310	Government Fees/Permits	16,000	500	(15,500)
5315	Household Supplies	16,000	6,500	(9,500)
5320	Insurance	28,400	0	(28,400)
5335	Legal Services	0	0	0
5340	Maint. - Vehicle Supplies	2,000	1,000	(1,000)

5345	Maint. - Buildings	20,500	10,223	(10,277)
5350	Maint. - Equipment	13,000	7,500	(5,500)
5355	Maint. - Grounds	50,350	55,211	4,861
5365	Maint. - Tires & Tubes	2,000	3,600	1,600
5370	Maint. - Vehicle	3,000	4,750	1,750
5375	Medical Supplies	500	500	0
5380	Memberships/Subscriptions	1,000	250	(750)
5385	Mileage Reimbursement	500	500	0
5400	Office Supplies/Expense	1,500	850	(650)
5405	Pool Chemicals	22,400	15,000	(7,400)
5420	Professional Services	41,500	54,000	12,500
5435	Rent/Lease - Bldgs	0	0	0
5440	Rent/Lease - Equipment	2,000	2,500	500
5455	Staff Development	4,500	4,500	0
5466	Summer Spectacular	0	0	0
5470	Phones/internet	4,700	13,545	8,845
5486	Tuition	0	0	0
5490	Utilities - Water	3,000	24,000	21,000
5492	Utilities - Electric/Gas	80,000	62,000	(18,000)
5495	Utilities - Water/Irrigation			
5500	Vandalism	1,000	2,000	1,000
5501	Cal Fire In Kind Purchases	16,000	13,500	(2,500)
5625	Capital Equipment Expense	31,717	0	(31,717)
	Total	659,000	548,664	(110,336)
	Net Revenue Over	192,329	0	(192,329)
Expenditures				

		FY 2018-19 Total Budget Final	FY 2019-20 Budget	Change From FY 2018-19 to FY 2019- 20
Operating Revenue				
4145	Youth Classes	0	0	0
4146	Adult Classes	0	0	0
4147	Youth Sports	0	0	0
4148	Adult Sports	0	0	0
4152	Senior Nutrition Program	0	0	0
4153	Senior Programs	0	0	0
4154	Recreation Program Revenue	0	0	0
4183	Summer Kids Camp	0	0	0
4184	Cameron Park Lake Concessions	0	0	0
4185	CC Facility Rentals	78,000	57,750	(20,250)
4186	Gym Rentals	14,400	13,650	(750)
4187	Pool Use Fees	86,256	105,000	18,744
4190	Parks Facility Revenue	0	0	0
4400	Reimbursement (Rec Revenue Adj)	0	102,339	102,339
	Total Operating	<u>178,656</u>	<u>278,739</u>	<u>100,083</u>
Expenditures				
5000	Salaries - Permanent	61,217	102,331	41,114
5010	Salaries - Part-time	49,000	0	(49,000)
5020	Overtime	2,000	0	(2,000)
5130	Health Benefit	13,792	12,651	(1,141)
5140	Dental Insurance	0	1,051	1,051
5150	Vision Insurance	281	391	110
5160	CalPERS Employer Retirement	28,387	9,418	(18,969)
5170	Worker's Compensation	3,307	3,670	363
5180	FICA/Medicare Employer Contribution	613	1,774	1,161
5190	UI/TT Contribution	3,307	6,117	2,810
5209	Advertising/Marketing	0	0	0
5215	Agriculture	0	1,200	1,200
5220	Audit/Accounting	0	0	0
5221	Bank Charge	3,500	5,391	1,891
5230	Clothing/Uniforms	750	850	100
5231	Computer Software	2,500	1,200	(1,300)
5235	Contractual Services	0	0	0
5240	Contract Services - Other	0	12,200	12,200
5275	Equipment-Minor/Small Tools	3,000	1,500	(1,500)
5282	Refund - Deposit	0	0	0
5285	Fire & Safety Supplies	400	750	350
5290	Fire Prevention & Inspection	900	1,800	900
5300	Food	0	0	0
5310	Government Fees/Permits	4,500	4,000	(500)
5315	Household Supplies	16,000	12,500	(3,500)
5316	Instructors	0	0	0
5320	Insurance	10,200	0	(10,200)
5335	Legal Services	0	0	0
5340	Mait. - Vehicle supplies	(1,500)	0	1,500

		FY 2018-19 Total Budget · Final	FY 2019-20 Budget	Change From FY 2018-19 to FY 2019- 20
5345	Maint. - Buildings	18,400	20,400	2,000
5350	Maint. - Equipment	24,893	16,000	(8,893)
5355	Maint. - Grounds	8,000	8,500	500
5365	Maint. - Tires & Tubes	0	500	500
5370	Maint. - Vehicle	1,000	250	(750)
5375	Medical Supplies	150	150	0
5380	Memberships/Subscriptions	300	0	(300)
5385	Mileage Reimbursement	0	0	0
5400	Office Supplies/Expense	0	300	300
5405	Pool Chemicals	15,000	21,500	6,500
5420	Professional Services	26,293	9,800	(16,493)
5421	Program Supplies	0	0	0
5431	Refund-Activity Pass	0	1,500	1,500
5435	Rent/Lease - Bldgs	0	0	0
5440	Rent/Lease - Equipment	0	1,200	1,200
5455	Staff Development	750	750	0
5465	Special Events	0	0	0
5466	Summer Spectacular	0	0	0
5470	Phones/internet	2,000	6,000	4,000
5480	Travel/Lodging	9,000	0	(9,000)
5490	Utilities - Water	50,000	9,500	(40,500)
5492	Utilities - Electric/Gas	34,884	30,000	(4,884)
5625	Capital Equipment Expense	0		0
	Total	392,824	305,144	(87,680)
	Net Revenue Over Expenditures	(214,168)	(26,405)	187,763

			FY 2018-19 Total Budget Final	FY 2019-20 Budget	Change from 2018-19 to 2019-20
Operating Revenue					
4110	Property Taxes	197,744	0	(197,744)	
4140	Arc Review Fees	0	0	0	
4145	Youth Classes	35,000	38,000	3,000	
4146	Adult Classes	25,000	36,727	11,727	
4147	Youth Sports	100,000	100,000	0	
4148	Adult Sports	10,000	18,800	8,800	
4149	Camp Revenues	12,800	12,800	0	
4153	Senior Programs	12,000	12,000	0	
4154	Recreation Program Revenue	0	0	0	
4170	Special Events	40,000	25,000	(15,000)	
4180	Park Lake Kiosk Revenues	40,800	21,012	(19,788)	
4181	Lake Season Pass	18,840	9,420	(9,420)	
4182	Picnic Site Rentals	1,992	830	(1,162)	
4183	Summer Kids Camp	40,800	42,000	1,200	
4184	Cameron Park Lake Concessions	10,000	3,250	(6,750)	
4185	CC Facility Rentals	(68,000)	0	68,000	
4186	Gym Rentals	20,600	20,000	(600)	
4187	Pool Use Fees	73,744	87,900	14,156	
4190	Parks Facility Revenue	27,426	0	(27,426)	
4209	Brochure Ads	0	0	0	
4220	Summer Spectacular	30,800	0	(30,800)	
4255	Sponsorships	30,000	30,000	0	
4400	Reimbursement (Adj to CC)	20,000	(52,553)	(72,553)	
4600	Other Income	3,000	3,000	0	
	Total Operating	682,546	408,186	(274,360)	
Expenditures					
5000	Salaries - Permanent	36,181	110,973	74,792	
5010	Salaries - Part-time	73,368	69,775	(3,593)	
5020	Overtime	2,000	1,000	(1,000)	
5130	Health Benefit	32,921	28,854	(4,067)	
5140	Dental Insurance	0	2,208	2,208	
5150	Vision Insurance	412	285	(127)	
5160	CalPERS Employer Retirement	24,454	8,705	(15,749)	
5170	Worker's Compensation	988	2,197	1,209	
5180	FICA/Medicare Employer Contribution	0	1,062	1,062	
5190	UI/TT Contribution	2,525	3,662	1,137	
5209	Advertising/Marketing	15,750	26,960	11,210	
5210	Agency Administration Fee	4,833	0	(4,833)	
5220	Audit/Accounting	4,833	0	(4,833)	
5221	Bank Charge	3,000	4,000	1,000	
5230	Clothing/Uniforms	1,000	1,900	900	
5231	Computer Software	12,600	3,500	(9,100)	
5232	Computer Hardware	0	0	0	
5235	Contractual Services	0	0	0	

		FY 2018-19 Total Budget Final	FY 2019-20 Budget	Change from 2018-19 to 2019-20	
	5240	Contract Services - Other	3,768	3,500	(268)
	5260	EDC Department Agency	1,800	0	(1,800)
	5275	Equipment-Minor/Small Tools	0	0	0
	5282	Refund - Deposit	0	0	0
	5285	Fire & Safety Supplies	0	0	0
5290		Fire Prevention & Inspection	0	0	0
	5300	Food	2,100	2,100	0
	5310	Government Fees/Permits	0	0	0
	5316	Instructors	73,700	66,500	(7,200)
	5320	Insurance	7,950	0	(7,950)
	5335	Legal Services	0		0
	5345	Maint. - Buildings	0		0
	5350	Maint. - Equipment	1,000	1,000	0
	5375	Medical Supplies	(650)	1,000	1,650
	5380	Memberships/Subscriptions	460	460	0
	5385	Mileage Reimbursement	3,800	500	(3,300)
	5395	Miscellaneous	0		0
	5400	Office Supplies/Expense	2,000	800	(1,200)
	5410	Postage	400		(400)
5415		Printing	500	0	(500)
	5420	Professional Services	9,840	5,700	(4,140)
	5421	Program Supplies	15,000	19,950	4,950
	5431	Refund-Activity Pass	0		0
	5435	Rent/Lease - Bldgs	50	8,300	8,250
	5440	Rent/Lease - Equipment	0	100	100
	5455	Staff Development	500	500	0
	5465	Special Events	6,000	7,695	1,695
	5466	Summer Spectacular	50,000	0	(50,000)
	5470	Phones/internet	3,700	5,000	1,300
	5480	Travel/Lodging	(9,300)		9,300
	5492	Utilities - Electric/Gas	6,616	20,000	13,384
		Total	394,099	408,186	14,087
		Net Revenue Over	288,447	(0)	(288,447)

2019-20 Fire and Emergency Services CIP

- **\$185,000** is budgeted for 2 Engine Payments (Current and New Engine 88)
- **\$130,000** is budgeted for new Engine 88 equipment
- **\$20,000** is budgeted for Station 89 Bay Doors
- **\$10,000** is budgeted for Station 88 design

2019-2020 Parks and Facilities CIP

- **\$8,777** is being budgeted to repair the dry rot and re-paint the Parks Maintenance Shop
- **\$16,777** is being budgeted to repair the parking lots throughout the District. The funds will be utilized to re-paint the parking stalls at Cameron Park Lake, Christa McAuliffe and Rasmussen Park. It will also address the sections at Rasmussen Park where the asphalt is destroyed.
- **\$3,000** is being budgeted for to replace the block retaining wall that holds the playground mulch in place at Rasmussen Park. Currently the wall is falling apart. The plan is to utilize Growlersberg to demo the existing wall and replace it with 2X12 redwood boards that will be secured to the existing fence.
- **\$12,000** was approved during the 2018-2019 mid-year budget review to construct a T-Ball field at Christa McAuliffe Park. The project is currently held up with the county. The District is expecting to start this project in the fall of 2019. This project will be funded using Park Impact Fees
- **\$40,000** was approved during the 2018-2019 mid-year budget review to update the master plan at Rasmussen Park. Staff have not had time to address the master plan and will be addressing this item in the near future. This project will be funded using Park Impact Fees
- **\$13,500** is being budgeted to replace the damaged utility vehicle the District currently utilizes. It will also help the District maintain the open space properties per the CPCSD ordinance. The utility vehicle will be 4 wheel drive and have equipment set up to spray out the open space lots.
- **\$19,717** is budgeted to construct a disc golf course at Bonanza Park. This project is being presented by the El Dorado Disc Golf Association. It is expected to be a fully funded project with little to no cost to the District.

Fire and Emergency Services Capital Outlay	Parks and Facilities Capital Outlay	FY 2019-20 Capital Outlay Budget
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Operating Revenue

4110 Property Taxes		0
4115 Park Impact Fees	52,000	52,000
4120 Quimby Fees		0
4125 Fire Development Impact Fees	10,000	10,000
4181 Lake Season Pass		0
4182 Picnic Site Rentals		0
4190 Parks Facility Revenue		0
4255 Sponsorships		0
4262 Fire Apparatus Equip Replcmt		
	100,000	100,000
4400 Reimbursement	30,000	49,717
Total Operating Revenue	<u>140,000</u>	<u>211,717</u>

Expenditures

		0
5000 Salaries - Permanent		0
5010 Salaries - Part-time		0
5020 Overtime		0
5130 Health Benefit		0
5135 Retiree Health Benefit		0
5140 Dental Insurance		0
5150 Vision Insurance		0
5160 CalPERS Employer Retirement		0
5170 Worker's Compensation		0
5180 FICA/Medicare Employer Contribution		0
5190 UI/TT Contribution		0
5209 Advertising/Marketing		0
5210 Agency Administration Fee		0
5215 Agriculture		0
5220 Audit/Accounting		0
5221 Bank Charge		0
5230 Clothing/Uniforms		0
5231 Computer Software		0
5235 Contractual Services	10,000	10,000
5240 Contract Services - Other		0
5250 Director Compensation		0

5260 EDC Department Agency			0
5265 Educational Materials			0
5275 Equipment-Minor/Small Tools			0
5285 Fire & Safety Supplies			0
5300 Food			0
5305 Fuel			0
5310 Government Fees/Permits			0
5315 Household Supplies			0
5320 Insurance			0
5335 Legal Services			0
5340 Maint. - Vehicle Supplies			0
5345 Maint. - Buildings		8,777	8,777
5350 Maint. - Equipment			0
5355 Maint. - Grounds		19,777	19,777
5365 Maint. - Tires & Tubes			0
5370 Maint. - Vehicle			0
5375 Medical Supplies			0
5380 Memberships/Subscriptions			0
5385 Mileage Reimbursement			0
5400 Office Supplies/Expense			0
5405 Pool Chemicals			0
5420 Professional Services			0
5435 Rent/Lease - Bldgs			0
5440 Rent/Lease - Equipment			0
5455 Staff Development			0
5466 Summer Spectacular			0
5470 Phones/internet			0
5486 Tuition			0
5490 Utilities - Water			0
5492 Utilities - Electric/Gas			0
5,495 Utilities - Water/Irrigation			0
5500 Vandalism			0
5501 Cal Fire In Kind Purchases	0	0	0
5625 Capital Equipment Expense	<u>330,000</u>	<u>85,217</u>	<u>415,217</u>
Total Expenditures	<u>340,000</u>	<u>113,771</u>	<u>453,771</u>
Net Revenue Over Expenditures	<u>(200,000)</u>	<u>(42,054)</u>	<u>(242,054)</u>



Cameron Park
Community Services District

Agenda Transmittal

DATE: June 4, 2019

FROM: Jill Ritzman

AGENDA ITEM #2: GRANT OPPORTUNITIES FOR CAMERON PARK COMMUNITY SERVICES DISTRICT

RECOMMENDED ACTION: REVIEW & DISCUSS

BUDGET ACCOUNT:	5420 PROFESSIONAL SERVICES
BUDGET IMPACT:	\$26,000 Proposed in FY 2019-20 Preliminary Budget

Introduction

In response to interest expressed by the Budget and Administration Committee, staff included a \$26,000 allocation for a grant writer in the upcoming Fiscal Year 2019-20 Preliminary Budget. In addition, staff sought information regarding grant opportunities and a possible return on investment.

Discussion

The attached report was provided by an experienced grant writer, Kristina Kazer, specifically for the Cameron Park Community Services District (District). This report outlines grant opportunities for the District. In April, staff met with Ms. Kazer to provide an overview of the District's operations, assets, and planning documents for both Fire & Emergency Services and Parks & Recreation. The following points were stressed given the current status of the District's budget:

- Maintaining and improving current assets is more important than providing new, expanded amenities;
- Preferable to have improvements to existing assets which would lower the cost of maintenance;
- If a new asset is constructed or acquired, the District must have the ability to offset the cost of maintenance with user fees.

Staff reviewed the attached report and provide the following comments:

- Most of the grants highlighted seem viable opportunities for the District;
- Item 3: Regional Park Program & Item 11: Recreational Trails Program – may not be applicable because District greenways and space for trails has a local not regional impact, unless a partnership could be formed connecting trails to the County’s planned system. Future trail maintenance costs to the District must be identified.
- Item 10: Non-Motorized Boat Launch – may be a way to replace the current dock system for launching boats at Cameron Park Lake with a cement slab.

A grant writer will need approximately 40 hours to complete an application for a grant, depending upon the nature of the grant and level of detail available for the proposed project. An application typically requires a community profile; population data; project plans, specifications, and budget; other funding sources; outline of possible environmental impacts; demonstrated ability of District to maintain asset into the future; consistency with local zoning and master plans; identified community need and the project’s benefits. Site visits and meetings with funders are also required if the project is being considered. A contract is executed between grantor and recipient. A grant writer is engaged in all of these steps, and can also be engaged for the duration of the project to ensure the District has met their contractual obligations for construction and accounting. At this time, there is not a District employee tasked with seeking and securing grants. If approved, the grant writer would be a contract employee reporting to the General Manager.

The Parks and Recreation Committee identified a method to prioritize park improvement project ideas. Many park improvement ideas have been generated by community organizations, sports clubs, and park users, including disc golf, new sports fields, and playground repairs. These ideas make up a list far too big to pursue all at once, and some ideas may be too costly for the District or inconsistent with the 2015 Parks and Recreation Master Plan. Having a method to prioritize projects will enable the Parks and Recreation Committee to identify high priority projects for the Board of Directors’ consideration, and eventual pursuit by a grant writer.

Conclusion

Currently, major repairs to the District’s assets are funded by the District’s General Fund, whether purchasing a fire engine or repairing roofs on park restrooms, and more specifically, the District’s property tax allocation. If grants can be secured to fund these types of projects, it will be a cost savings to the District allowing for funding to be re-directed to other needs and services.

Attachment:

2A - Possible Funding Sources for the Cameron Park Community Services District

Date: May 8, 2019
Contact: Kristina Kazer, Grants Writer
Kristina.Kazer@gmail.com
(916) 220-8495

Report: Possible Funding Sources for the Cameron Park Community Services District

1. Statewide Park Development & Community Revitalization Program

Funder: California Department of Parks and Recreation (PROP 68 Funding)

Program Summary:

This program funds acquisition and/or development projects to create new parks and new recreation opportunities in communities across California. Projects must involve development or development and acquisition to create new parks, expand existing parks or renovate an existing park. At least one recreation feature (ie. Splash pad, fishing pier, athletic fields, athletic courts, community gardens, etc.) must be created or renovated.

Grant Amount: \$200,000 - \$8,500,000

Application Deadline: 8-5-2019

Website: www.parks.ca.gov/spp

Possible Projects:

- Renovate existing parks by adding lighting for evening use
- Construct athletic courts or fields at an existing park
- Add community garden at existing park
- Add additional park amenities such as parking lots, lighting, bathrooms, and gazebos

2. Trails & Greenways Grant Program

Funder: California Natural Resources Agency

Program Summary:

This program funds projects that promote new or alternate access to parks, waterways, and outdoor recreational pursuits. Projects will align, develop, and improve non-motorized infrastructure and trails that lead to safer connectivity among parks, waterways, and natural areas. Project funds new trails or trail segments, new trail bridges, and new trailhead facilities including parking lots, restrooms, signage, and kiosks.

Grant Amount: \$0 - \$4,000,000

Application Deadline: 8-29-2019 (Final Guidelines have not yet been released)

Website: www.resources.ca.gov/grants/trailsandgreenways

Possible Projects:

- New non-motorized trails where one does not currently exist
- New trail segments to expand and connect to an existing trail or trail system

- Non-motorized bridges that continue a trail over a waterway or other physical obstacle
- New non-motorized trailhead facility including parking lot, restrooms, interpretive signage, kiosks, entry gate, planting of trees and shrubs
- Trailside features such as planting of trees and shrubs, benches, interpretive signage, way-finding/directional signage, other minor amenities

3. **Regional Park Program**

Funder: California Department of Parks & Recreation

Program Summary:

This program funds projects that create, expand, or renovate parks and parks facilities including trails, regional trail networks, and regional sports complexes.

Grant Amount: No minimum or maximum

Application Deadline: Funding Cycle opens in Spring 2019

Website: www.parks.ca.gov/rpp

Possible Projects:

- Renovate bathroom facilities
- Add sports fields to existing parks
- Add play structures or trails to existing parks
- Add lighting, parking, or access to existing parks

4. **Urban Green Infrastructure Program**

Funder: California Natural Resources Agency

Program Summary:

The program provides funding for acquiring, creating, enhancing, or expanding community parks and green spaces. Project goal is to reduce greenhouse gas emissions, incorporate green infrastructure solutions to parks to improve community ability to adapt to climate change. Develop future recreational opportunities. Enhance drought tolerance, landscape resilience and water retention. Protect and restore natural resources to provide urban recreation.

Grant Amount: No minimum or maximum

Application Deadline: 6-29-2019

Website: www.resources.ca.gov/grants/green-infrastructure

Possible Projects:

- Establish, enhance, and expand neighborhood parks and green spaces
- Tree canopy and shade trees
- Community or outdoor education gardens or orchards
- Non-motorized trails

5. **Land and Water Conservation Fund Program**

Funder: California Department of Parks and Recreation

Program Summary:

This is a state-administered local assistance program of the National Parks Service. This program funds projects that include acquisition or development of outdoor recreation areas and facilities, redevelopment of older facilities, ADA access, and planning.

Grant Amount: \$3,000,000 maximum

Application Deadline: Spring 2020

Website: www.parks.ca.gov/grants

Possible Projects:

- Add sports fields or courts to existing parks
- Add ADA access where needed
- Create a Master Plan for park upgrades/renovations throughout the district
- Add community gardens or dog parks to existing parks
- Improve access to existing parks

6. **Cultural, Community, and Natural Resources Grant Program**

Funder: California Natural Resources Agency

Program Summary:

This program provides funding for various types of projects such as science centers, Park, water, and natural resources, community, culture, and education. The goal is to enhance park, water, and natural resource values through improved recreation, tourism, and natural resource investments.

Grant Amount: No maximum or minimum

Application Deadline: December 2019

Website: www.resources.ca.gov/grants/ccnr

Possible Projects:

- Renovation or enhancement of exterior landscapes, gardens, or outdoor plazas
- Construction of ADA upgrades, parking areas, restrooms, drinking fountains etc.
- Establishment or enhancement of neighborhood parks and community spaces
- Creation or expansion of trails for recreational activities

7. **Urban Greening Grant Program**

Funder: California Natural Resources Agency

Program Summary:

This grant program funds projects that reduce greenhouse gas emissions by sequestering carbon (planting trees), transform built environment into places that are more sustainable, enjoyable, and create healthy and vibrant communities.

Grant Amount: No minimum or maximum

Application Deadline: Spring 2020

Website: www.resources.ca.gov/grants/urban-greening

Possible Projects:

- Develop undeveloped parks by including trees for shade, use green and sustainable practices to maintain upgrades
- Green streets and alleyways that improve access to parks
- Create, improve trails to reduce amount of vehicular traffic
- Establish, enhance, and expand neighborhood parks and community spaces

8. **Fire Prevention Grant Program – California Climate Investments**

Funder: CalFIRE

Program Summary:

This program aims to reduce the risk of wildland fires to habitable structures and communities while maximizing carbon sequestration in healthy wildland habitat. It includes hazardous fuel reduction, prevention education, and prevention planning.

Grant Amount: No minimum or maximum

Application Deadline: Fall 2019

Website: www.calfire.ca.gov/fire_prevention/firepreventiongrants

Possible Projects:

- Prevention planning- create wildfire risk mapping, create community wildfire protection plan, develop community evacuation plans.
- Fire Prevention Education- workshops, meetings, educational material distribution to increase knowledge and awareness of community
- Hazardous Fuel Reduction- pay contractors or staff to execute wildfire prevention plans

9. **Urban and Community Forestry Grant Program – California Climate Investments**

Funder: CalFIRE

Program Summary:

This program works to optimize the benefits of trees and related vegetation through multiple objective projects. Program requires carbon sequestration (tree planting) for greenhouse gas emissions reductions.

Grant Amount: \$150,000 to \$1,500,000

Application Deadline: Fall 2019

Website: www.calfire.ca.gov/resource_mgt/resource_mgt_urbanforestry_grants

Possible Projects:

- Tree and vegetation planting, tree site improvements to create larger better functioning sites. Adding trees for shade canopies at existing parks, along traffic corridors
- Establish tree inventory, mapping, and long term management plan

10. **Statewide Non-Motorized Boat Launching Facility Grant Program**

Funder: California Department of Boating and Waterways

Program Summary:

This program provides funds to create or improve public non-motorized boating access.

Grant Amount: \$50,000 to \$500,000

Application Deadline: Continuous

Website: www.dbw.ca.gov/funding

Possible Projects:

-Construction of small hand-launched boat ramps, small parking lots, restrooms at Cameron Park Lake

11. **Recreational Trails Program**

Funder: California Department of Parks and Recreation

Program Summary:

This is a state-administered assistance program of the US Department of Transportation.

It provides funds to develop and maintain recreational trails and trails-related facilities for motorized and non-motorized recreational trail uses.

Grant Amount: No minimum or maximum

Application Deadline: 2020

Website: www.parks.ca.gov/grants

Possible Projects:

-New non-motorized trails where one does not currently exist
-New trail segments to expand and connect to an existing trail or trail system
-Non-motorized bridges that continue a trail over a waterway or other physical obstacle
-New non-motorized trailhead facility including parking lot, restrooms, interpretive signage, kiosks, entry gate, planting of trees and shrubs
-Trailside features such as planting of trees and shrubs, benches, interpretive signage, way-finding/directional signage, other minor amenities

12. **Community Facilities Direct Loan & Grant Program**

Funder: US Department of Agriculture – Rural Development

Program Summary:

This program provides funding to develop essential community facilities in rural areas (areas with 20,000 or less inhabitants).

Grant Amount: No minimum or maximum

Application Deadline: Continuous

Website: www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program

Possible Projects:

-Build/renovate child care centers, community centers, and fairgrounds

- Develop public safety services such as fire departments, police stations (including construction, renovation, paying for services)
- Purchase public works vehicles or equipment



Agenda Transmittal

DATE: June 4, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM #3: **DETERMINE PROCESS AND/OR SELECT CANDIDATES FOR SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS**

RECOMMENDED ACTION: **DISCUSS AND PROVIDE FEEDBACK TO STAFF**

Recommendation

1. Review Statement of Qualifications for candidates to three seats on the Special District Risk Management Authority Board of Directors;
2. Select candidates to recommend to the Cameron Park Community Services District Board of Directors for approval at June or July Board meeting.

Introduction

The Special District Risk Management Authority (SDRMA) is Cameron Park Community Services District's (District) property/liability and worker's compensation insurance provider. SDRMA is a public agency formed under California Government Code Section 6500 and provides a full-service risk management program for local governments in California.

SDRMA is governed by a seven member Board of Directors, who are elected from member agencies participating in both SDRMA's Property/Liability and Workers' Compensation Programs. The Board of Directors' responsibilities include establishing policy, providing oversight, and setting direction and vision to ensure SDRMA meets its mission, obligations, and commitment to its members.

Discussion

Elections are taking place for three seats on SDRMA's Board of Directors. Attached is the Official Election Ballot along with the candidate's Statement of Qualifications. The District Board of Directors must approve the Official Election Ballot at a public meeting and return the ballot before August 21, 2019.

Attachment:

3A - Official Election Ballot and Candidate Statement of Qualifications



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

2019 BOARD OF DIRECTORS ELECTION

OFFICIAL ELECTION BALLOT ENCLOSED

This is an official election packet that contains items that require ACTION by your Agency's governing body for the selection of up to three (3) candidates to the SDRMA Board of Directors.

ELECTION PACKET ENCLOSURES

- Election Ballot Instructions
- Official Election Ballot (Action Required)
- Candidate's Statements of Qualifications (5)
- Self-addressed, Stamped Envelope

SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2019.

On May 2, 2019, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2017-10 Establishing Guidelines for Director Elections. The Election Committee confirmed that five (5) candidates met the qualification requirements and those names are included on the Official Election Ballot.

Enclosed is the Official Election Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed Official Election Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to three (3) candidates, your agency's governing body must approve the enclosed Official Election Ballot at a public meeting. **Ballots containing more than three (3) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Ballot **MUST** be sealed and **received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Wednesday, August 21, 2019 to the address below.** A self-addressed, stamped envelope is enclosed. Faxes or electronic transmissions are NOT acceptable.

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814

4. The four-year terms for newly elected Directors will begin on January 1, 2020 and terminate on December 31, 2023.
5. Important balloting and election dates are:

August 21, 2019:	Deadline for members to return the signed Official Election Ballot
August 22, 2019:	Ballots are opened and counted
August 23, 2019:	Election results are announced, and candidates notified
September 25, 2019:	Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Anaheim at the CSDA Annual Conference
November 6-7, 2019:	Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)
January 2020:	Newly elected Directors are seated, and Board officer elections are held

If you have any questions regarding the election and balloting process, please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790.



OFFICIAL 2019 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Wednesday, August 21, 2019. Faxes or electronic transmissions are NOT acceptable.

- BOB SWAN (INCUMBENT)**
Board Member, Groveland Community Services District
- JESSE D. CLAYPOOL**
Board Chair, Honey Lake Valley Resource Conservation District
- PATRICK K. O'ROURKE, MPA/CFRM**
Board Member, Redwood Region Economic Development Commission
- SANDY SEIFERT- RAFFELSON (INCUMBENT)**
Finance Manager/Treasurer, Herlong Public Utility District
- JAMES (Jim) M. HAMLIN**
Board President, Burney Water District

ADOPTED this ____ day of _____, 2019 by the Cameron Park Community Services District at a public meeting by the following votes:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST: _____

APPROVED: _____

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Bob Swan

District/Agency Groveland Community Services District (GCSD) ☒

Work Address P.O. Box 350, Groveland, CA 95321

Work Phone (209) 962-7161

Home Phone (408) 398-4731

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I am a current Board member. I would like to be elected to a second term because:

1. As a board member of Groveland CSD, I am particularly aware of the great value that smaller districts get from SDRMA, and I'd like to continue to do my part to make sure that this important agency continues to operate smoothly and stably into the indefinite future.
2. The insurance market in California (and nationwide) is going through a period of rapid change. The Board and staff are engaged in a major re-evaluation of SDRMA's approach to fulfilling its mission of providing cost-effective risk management services to its members. I believe that it is important to maintain Board continuity in this effort.
3. SDRMA Board members are either board members ("electeds") or employees of a member agency. I think there is value in having a balance between elected and employee Board members. The Board seats that are NOT up for election are currently 3 employees / 1 elected. I'd like to make sure the new Board has at least 2 elected members.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

1. SDRMA Board Member since 2016. This year (2019), I serve as Secretary. During our "no CEO" period in late 2017 - early 2018, I was a member of the ad hoc Personnel Committee. I am also a member of the Alliance Executive Council, and a backup member of the Legislative Committee.
2. Groveland CSD Board Member since I was appointed in June 2013. For the years 2014-2018, I served as Board President. (We finally implemented mandatory rotation of the office in 2019).
3. Member of the Board of Southside Community Connections, a local nonprofit in Groveland that provides educational, social, and recreational services to seniors, as well as free transportation to those who cannot drive.
4. Board Member (currently Treasurer) of Pine Cone Performers, a local choral and acting group, since 2010.
5. Back during my work life, I was a corporate representative on an IEEE standards committee concerned with wireless networking. It was very educational being on a committee where the members had widely differing (competing) goals.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

History: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry, first as an engineering manager, later as a business unit manager. Now retired (so I have plenty of time).

Skills, etc.: Very familiar with financial reports, cost accounting, quantitative analysis. Working knowledge of modern computer and communications technology. Managed distributed organizations with up to 150 technical people and up to \$120M in annual sales. Pretty good at listening to different views, and helping to achieve consensus (or, at least, compromise).

What is your overall vision for SDRMA? (Response Required)

Well, obviously I support our (newly revised) vision statement: "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". In order to achieve this vision, I believe the key issues are:

1. Maintain long term financial stability. This includes ensuring that there is a fair allocation of cost versus risk across the pool membership.
2. Continue to retain / acquire highly qualified staff, and ensure that this is a desirable place to work.
3. Remember who are our target clientele, which in my opinion are small to mid-sized districts with limited options for insurance.
4. In light of ever-evolving California workers-compensation law, expand risk-management training even further than we now provide.
5. Maintain good relations with our re-insurers (who insulate us from catastrophe). In the long run, explore the possibility of joining a "captive" re-insurer to improve stability.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

 Date 4-24-2019

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

My experience with special districts and governance, belief in the importance of quality governing policies, the ability to work effectively with the other board members and staff and a desire to give back to SDRMA and its membership will be what I bring to the SDRMA Board of Directors.

What is your overall vision for SDRMA? (Response Required)

For SDRMA to continually advance as an industry leader providing affordable solutions for special districts of any size enabling them to be effective within the communities they serve.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4-26-19

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted.** No statements are endorsed by SDRMA.

Candidate* Patrick K. O'Rourke, MPA/CFRM
District/Agency Redwood Region Economic Development Commission (RREDC)
Work Address 520 E Street Eureka, CA 95501
Work Phone 707-445-9651 Home Phone 707-726-6700

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I have considerable interest, knowledge, and experience in board leadership; board service; and board governance/policy development & oversight in for-profits, nonprofits, a joint powers authority/SDRMA member organization, and as an elected city councilman. I also have considerable experience (as a top-level executive board leader and manager) in organizational risk management and risk mitigation/prevention. I would like to share my knowledge, skills, abilities, and experience in service to SDRMA members, via my service on SDRMA's board of directors. I believe that my knowledge, experience, and dedication to excellence and implementation of best practices in governance and policy development/oversight will serve SDRMA well, and will assist SDRMA in maintaining its "Excellence" accreditation via the California Association of Joint Powers Authorities (CAJPA).

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

Having served in board leadership roles (25+ years in for-profit entities; 25+ years in nonprofit & private/public foundations; and 2+ years in a Joint Powers Authority [SDRMA member organization]), I am well-versed and experienced in board governance; policy development; financial statement analysis and budget review; executive management search/selection, oversight and evaluation; organizational risk management/mitigation; litigation oversight; and best practices in organizational governance. At SDRMA member organization, Redwood Region Economic Development Commission (RREDC), I have served as 2019 Immediate Past Chair; 2018 Board Chair; 2017 Vice Chair; Chair of Executive Committee; and Member of the Loan Committee. I have in-depth knowledge of policy governance (Culver, et al.); I am an advocate for transparency & best practices; and I am knowledgeable & experienced in California's Ralph M. Brown Act and Roberts Rules of Order. I have also served in board governance and board leadership roles in several nonprofit organizations and in both public and private foundations, including as Board Chair (12+ years) and in President & Vice President roles. I have also Chaired Search/Selection committees; Public Relations committees; Fund Development committees; and Finance/Audit committees.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

(Response Required)

Besides holding a Master of Public Affairs degree, with a specialty in nonprofit management; having completed all coursework and written/oral exams (all except dissertation) for a PhD in Mass Communication, with a specialty in public relations and a cognate in organizational communication management, I have several other directly-relevant skills/talents/experience including: I am expertly adept at executive-level relationship development and stewardship, and have served as an organizational & industry advocate and liaison working closely with community organizations, local/county/state elected officials, and public/private entities/organizations and foundations. I am expertly adept at financial and operational analysis, and at asset/portfolio management and risk mitigation. I have taught for-credit university courses in corporate leadership; in entrepreneurial leadership research and practice; as well as having published peer-reviewed academic research on leadership in public relations.

What is your overall vision for SDRMA? (Response Required)

My vision for SDRMA would be for SDRMA to continue to add value to its members; operate with the highest ethical practices and transparency; continue in providing excellence in service, education, safety and compliance training; help members to mitigate and reduce risk; provide expedient claims review and response; provide members with state-of-the-art education and information; educate members to minimize losses/risk in member workplaces; and to continue to provide members with comprehensive coverage for property/liability, workers comp, and health benefits.

I would envision SDRMA management and staff enjoying a quality of life that will ensure their happiness and continue an atmosphere of dedicated service to SDRMA members. I would also envision that SDRMA will continue to operate with efficiencies that minimize costs/expenses, continue to enable SDRMA to maintain competitive premium rates, and (when possible) lower organizational and member costs. I would also envision a governing board that embraces and employs best governing practices in all areas of policy development; executive management oversight; financial review/audit; and in investing and spreading portfolio assets to minimize portfolio investment risks and maximize return on investments. Finally, I would envision SDRMA, and its management team/staff, operating in ways that will continue to earn accreditation "Excellence" from the California Association of Joint Powers Authorities (CAJPA).

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____

Date

3/25/1953 2019

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates No statements are endorsed by SDRMA.

Candidate* Sandy Seifert-Raffelson

District/Agency Herlong Public Utility District

Work Address 447-855 Plumas St., P o Box 115, Herlong, CA 96113

Work Phone (530) 827-3150 Cell Phone (530) 310-4320

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors?

I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 30 plus years' experience in accounting and auditing.

I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limit revenue and staff. My education and experience give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise with insurance issues on a daily basis.

I feel I am an asset to this Board, and would love a chance to stay on 4 more years!

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

While serving on the SDRMA Board, I have been privilege to be Secretary of the Board for two years, and currently the Vice-President. I have served on CSDA's Audit and Financial Committee's for 6 years; I have served on the SDLF Board; Northeastern Rural Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 15 years; and UC Davis Equine Board. In the past 25 years, I have learn that there is no "I" in Board and it can be very rewarding to be part of a team that makes a difference for others.

As part of my many duties working with Herlong PUD, I worked to form the District and was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first Policies for HPUD. I have administered the financial portion of 2 large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on a 4.2 million grant from California for new infrastructure for the small District HPUD absorb through LAFCo in 2017. I am also the primary administrator of a federal contract for utility services with the Federal Bureau of Prison and the US Army.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have my Bachelor's Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for almost 15 years and have over 30 years of accounting experience. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance course work through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I am in the processes of getting my small District re-certified for their District of Transparency and hope one day to attain our District of Distinction.

I work for a District in Northeastern California that has under gone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Also our small District consolidated another small District into our District. Through past experience I feel I make a great Board member representing the small districts of Northern California and their unique issues and will make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and to continue communicating and listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would like to continue education and rewards for no claims and explore avenues of financial endeavors that will benefit our customers.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4/16/19

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted.** No statements are endorsed by SDRMA.

Candidate* James (Jim) M. Hamlin
District/Agency Burney Water District
Work Address 20222 Hudson St. Burney, Ca. 96013
Work Phone (530) 335-3582 Cell Phone _____

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

Hope to serve and help with decisions being made to both strengthen SDRMA and move into new areas. Our districts are facing new challenges constantly.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

See Next

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

September 1972 until January 2014, owned and operated a Insurance brokerage
Sold business and retired.

Board Member of Mayers Memorial Hospital Districr From 1990 until 2014
Served on the Associal of Hospital Districts for six years.

Served on the board of Burney Water District the previous six years. Current
Serving on Mayers Memorial Hospital Financial Board.

What is your overall vision for SDRMA? (Response Required)

-----SDRMA Board must be strong and protect the concerns of their members. Need
to have a listening ear for the districts that are represented. Need to
use caution when jumping into new areas, not jepordise their strong programs
and beliefs for new programs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

James M. Hamble

Date

3-27-2019

*El Dorado Disposal
Compliments*

Date	Customer Name	Account Number	Compliment
1.4.2019	Doug Deveter	6035457	Doug called and wanted to thank his drivers for doing a great job.
February None			
March None			
April None			

*El Dorado Disposal
Complaints*

Date	Customer Name	Account Number	Complaint	Resolution
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1.26.19	Curtis Kleinknight		<p>From: Curtis Kleinknight Sent: Saturday, January 26, 2019 1:19 F To: CUSTOMERSERVICE4030 Subject: Very professional</p> <p>So I am standing at the recycling center in Cameron Park being yelled at by your employee for her incompetence. I showed up at 12:55 and was told I was stupid for not reading the sign.</p>	Sent complaint to MRF Manager
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1.26.19	Patricia Reed	Non Customer	<p>I went to recycle cans and bottles at the center in to the raleys shopping center in Cameron Park and was yelled at by your attend. I arrived at noon knowing she goes to lunch at 1230, assuming that would be enough time since there was about 4 others waiting. I waited in line for 4minutes, and she came out yelling at all myself and all the people lined up beind me. She said, I will take you to the person in front of me, then went on to yell, can't you people read a sign. She said you people are making me be a bitch, but I think all of you get a lunch where you work.. she carried on for a few minutes, so I donated my 25.00 in recyle to the couple in front of me who had been trying to speed things up by emptying containers as customer placed them on the scale for weight. At one point a customer yelled could you possibly move any slower at her. You may want to consider getting this lady some help</p>	Sent complaint to MRF Manager
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February	None			
March	None			
April	None			

Cameron Park Monthly Performance Standards

Month January

Performance Standard	System of Record	Result
Missed Pickup	Route Manager	
The missed pickup rate for residential customers shall not exceed .005 or fiver per one thousand customers		
Call Answer Rate In Seconds	NEC Phone System	
Customer calls shall be answered within an average of 180 seconds		
Customer Complaints	Logged into Excel	2
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		2
Litter Complaint		0
Contractor shall on average correct 99.95% of customer complaints for litter attributive to contractor within 48 hours	Logged into Excel	
Litter complaints for the year		0
New Starts		
Special removal(batteries, bulky, oil)		
Reporting		100%
All reports required to be filed by contractor within the specified time. Specifically refers to franchise fee and diversion reporting.	Waste Works/Route Manager	

Cameron Park Monthly Performance Standards

Month February

Performance Standard	System of Record	Result
Missed Pickup	Route Manager	3
The missed pickup rate for residential customers shall not exceed .005 or fiver per one thousand customers		
Call Answer Rate in Seconds	NEC Phone System	102
Customer calls shall be answered within an average of 180 seconds		
Customer Complaints	Logged into Excel	0
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		2
Litter Complaint		0
Contractor shall on average correct 99.95% of customer complaints for litter attributive to contractor within 48 hours	Logged into Excel	
New Starts		17
Special removal(batteries, bulky, oil)		77
Reporting		100%
All reports required to be filed by contractor within the specified time. Specifically refers to franchise fee and diversion reporting.	Waste Works/Route Manager	

Cameron Park Monthly Performance Standards

Month March

Performance Standard	System of Record	Result
Missed Pickup	Route Manager	4
The missed pickup rate for residential customers shall not exceed .005 or fiver per one thousand customers		
Call Answer Rate in Seconds	NEC Phone System	39
Customer calls shall be answered within an average of 180 seconds		
Weather		
Customer Complaints	Logged into Excel	0
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		2
Litter Complaint		0
Contractor shall on average correct 99.95% of customer complaints for litter attributive to contractor within 48 hours	Logged into Excel	
Litter complaints for the year		0
New Starts		58
Special removal(batteries, bulky, oil)		112
Reporting		100%
All reports required to be filed by contractor within the specified time. Specifically refers to franchise fee and diversion reporting.	Waste Works/Route Manager	

Cameron Park Monthly Performance Standards Month April

Performance Standard	System of Record	Result
Missed Pickup	Route Manager	13
The missed pickup rate for residential customers shall not exceed .005 or fiver per one thousand customers		
Call Answer Rate in Seconds	NEC Phone System	66
Customer calls shall be answered within an average of 180 seconds		
Customer Complaints	Logged into Excel	0
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		2
Litter Complaint		0
Contractor shall on average correct 99.95% of customer complaints for litter attributive to contractor within 48 hours	Logged into Excel	
Litter complaints for the year		0
New Starts		46
Special removal(batteries, bulky, oil)		134
Reporting		100%
All reports required to be filed by contractor within the specified time. Specifically refers to franchise fee and diversion reporting.	Waste Works/Route Manager	

Call Answer Rate In Seconds

January	February	March	Aril	May	June
0	102	39	66	0	0

July	August	September	October	November	December
0	0	0	0	0	0

YTD Average
51.75

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 5/1/2019 Through 5/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	<u>33,605.55</u>	Payroll 05-03-19	Payroll 05-03-19	5/3/2019
	33,605.55		Total Payroll 05-0...	
	<u>35,904.81</u>	Payroll 05-17-19	Payroll 05-17-19	5/17/2019
	35,904.81		Total Payroll 05-1...	
	<u>35,595.95</u>	Payroll 05-31-19	Payroll 05-31-19	5/31/2019
	35,595.95		Total Payroll 05-3...	
49er Communications, Inc.	<u>9,903.44</u>	FD Radios/Equip (AVL)	30330	5/16/2019
	9,903.44		Total 30330	
Acer Landscape Materials, Inc	<u>593.79</u>	Soil/Rock Parks & FD88 April 2019	30292	5/9/2019
	593.79		Total 30292	
ADM Screening	<u>360.00</u>	Pre emp testing 04/15-04/24/19	30240	5/2/2019
	360.00		Total 30240	
ADM Screening	<u>135.00</u>	Pre-emp testing - Rec	30293	5/9/2019
	135.00		Total 30293	
ADM Screening	<u>315.00</u>	Pre emp testing - Rec	30365	5/23/2019
	315.00		Total 30365	
ADM Screening	<u>675.00</u>	Pre-emp testing - REC	30396	5/30/2019
ADM Screening	<u>135.00</u>	Per-Emp testing - REC		5/30/2019
	810.00		Total 30396	
Airespring Inc.	<u>564.57</u>	Internet Broadbands CSD/Lake April 2018	30331	5/16/2019
	564.57		Total 30331	
Airgas National Carbonation	<u>225.53</u>	Co2 Pool 04/26/19	30294	5/9/2019
	225.53		Total 30294	
Airgas National Carbonation	<u>184.68</u>	Co2 Pool 05/03/19	30332	5/16/2019
	184.68		Total 30332	
Airgas National Carbonation	<u>130.46</u>	C02 Pool 05/09/19	30366	5/23/2019
	130.46		Total 30366	

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 5/1/2019 Through 5/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Airgas National Carbonation	707.38	C02 - Lagoon 05/17/19	30397	5/30/2019
Airgas National Carbonation	183.31	C02 - Pool 05/17/19		5/30/2019
	890.69		Total 30397	
Alhambra	80.53	Water delv 04/22 & 5/06 & cooler rental	30333	5/16/2019
	80.53		Total 30333	
Alison S. Lloyd	936.00	Inst. Ballet, 3 classes 03/01-05/29/19	30382	5/23/2019
	936.00		Total 30382	
All Star Rents	724.90	Maint equip rental - Lake 04/10/19	30241	5/2/2019
	724.90		Total 30241	
All Star Rents	830.52	Backhoe rental/delv/fuel 05/01/19 Lake	30295	5/9/2019
	830.52		Total 30295	
Allstar Fire Equipment, Inc.	2,037.50	FD Equip testing/repair 05/01/19	30296	5/9/2019
	2,037.50		Total 30296	
Allstar Fire Equipment, Inc.	789.45	FD Gear 05/07/19	30334	5/16/2019
Allstar Fire Equipment, Inc.	170.24	FD88 Gas Sensor 05/07/19		5/16/2019
	959.69		Total 30334	
Alyssa Kimball	5.62	Mileage reimb - April 2019	30309	5/9/2019
	5.62		Total 30309	
Andrew Webb	124.80	Inst. Adult S Tennis April	30290	5/2/2019
	124.80		Total 30290	
Angius & Terry LLP	1,004.26	CC&R Legal research 03/12-03/31/19	30242	5/2/2019
	1,004.26		Total 30242	
Angius & Terry LLP	456.60	CC&R Legal Srvc April 2019	30398	5/30/2019
	456.60		Total 30398	
Arnolds for Awards, Inc.	228.12	CDF Growler In kind supplies - cups	30335	5/16/2019

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 5/1/2019 Through 5/31/2019

Vendor Name	Check Amount	Description	Check Number	Check Date
	228.12		Total 30335	
AT&T Calnet 3	343.96	Phones 03/24-04/23/19 BAN 9391035823	30243	5/2/2019
	343.96		Total 30243	
AT&T Calnet 3	150.85	FD Phones 03/24-04/23/19 BAN 9391035822	30244	5/2/2019
	150.85		Total 30244	
AT&T Calnet 3	20.58	FD Phones 04/10-05/09/19 Ban# 9391035819	30336	5/16/2019
	20.58		Total 30336	
AT&T Calnet 3	20.55	FD Phones 04/10-05/09/19 Ban# 9391035820	30337	5/16/2019
	20.55		Total 30337	
AT&T Calnet 3	343.97	Phones 04/24-05/23/19 CSD, Parks	30399	5/30/2019
	343.97		Total 30399	
Bauer Compressors, Inc.	420.00	FD89 Compressor Srvc	30400	5/30/2019
	420.00		Total 30400	
Bettina S. Helm	60.00	Cell Allowance - May 2019	30263	5/2/2019
	60.00		Total 30263	
Blake Rayback	80.00	Res ff shifts 05/16 & 17	30387	5/23/2019
	80.00		Total 30387	
Brad Marietti	112.50	Rasm Park Field rental refund 4/10 & 4/14	30415	5/30/2019
	112.50		Total 30415	
Bravo Security Services Inc.	300.00	Security for 05/25/19 event	30401	5/30/2019
	300.00		Total 30401	
Brittany Hieb	700.00	Bonanza Park Trees Planting/Labor 05/29/19	30411	5/30/2019
	700.00		Total 30411	

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 5/1/2019 Through 5/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Burkett's Pool Plastering, Inc.	8,500.00	Replace tiles, grout, bond pool edges May 2019	30367	5/23/2019
	8,500.00		Total 30367	
C & H Motor Parts, Inc	381.52	FD part - wagan inverter	30368	5/23/2019
	381.52		Total 30368	
California Public Employee's Retirement System	17,582.39	May 2019 CalPERS Health Payment	1001301830	5/1/2019
	17,582.39		Total 1001301830	
California Public Employee's Retirement System	1,045.93	PPE 4/27/19 CalPERS Retirement - Classic	1001310847	5/3/2019
	1,045.93		Total 1001310847	
California Public Employee's Retirement System	2,775.17	PPE 4/27/19 CalPERS Retirement - Pepra	1001310852	5/3/2019
	2,775.17		Total 1001310852	
California Public Employee's Retirement System	1,045.93	PPE 05/11/19 CalPERS Retirement - Classic	1001320031	5/17/2019
	1,045.93		Total 1001320031	
California Public Employee's Retirement System	2,894.97	PPE 05/11/18 CalPERS Retirement - Pepra	1001320034	5/17/2019
	2,894.97		Total 1001320034	
CalPERS 457 Plan	200.00	PPE 4/27/19 CalPERS 457 Plan	1001310845	5/3/2019
	200.00		Total 1001310845	
CalPERS 457 Plan	200.00	PPE 05/11/19 CalPERS 457 Plan	1001320029	5/17/2019
	200.00		Total 1001320029	
Capital Private Patrol	624.00	Security/Patrol CSD June 2019	30402	5/30/2019
Capital Private Patrol	925.60	Security/Patrol Parks June 2019		5/30/2019
	1,549.60		Total 30402	
Carbon Copy, Inc.	114.67	Copies CC May 2019	30369	5/23/2019
Carbon Copy, Inc.	12.28	FD88 Copies May 2019		5/23/2019
Carbon Copy, Inc.	55.99	FD89 Copies May 2019		5/23/2019
	182.94		Total 30369	

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 5/1/2019 Through 5/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
CardConnect	50.00	Bolt CC devices, mthly lease - April 2019	30246	5/2/2019
	50.00		Total 30246	
Celestine Carey	77.35	Reimb - Senior Program Supp. 09/20/18-04/17/19	30370	5/23/2019
	77.35		Total 30370	
Chen Padilla	1,000.00	Dave West Park, weed maint. 5/1/19	30314	5/9/2019
	1,000.00		Total 30314	
Churchill's Hardware, Inc.	212.04	FD88 Hardware/Misc April 2019	30248	5/2/2019
	212.04		Total 30248	
Churchill's Hardware, Inc.	211.13	Parks/Lake supplies April 2019	30297	5/9/2019
	211.13		Total 30297	
Cintas Corporation #622	278.12	Janitorial Supplies CC 04/25/19	30249	5/2/2019
	278.12		Total 30249	
Cintas Corporation #622	238.61	Janitorial Supplies CC 05/02/19	30298	5/9/2019
Cintas Corporation #622	80.90	Garb can liners CC 04/02/19		5/9/2019
	319.51		Total 30298	
Cintas Corporation #622	278.12	CC Janitorial Supplies 05/09/19	30339	5/16/2019
	278.12		Total 30339	
Cintas Corporation #622	296.32	Janitorial Supplies - CC 05/16/19	30403	5/30/2019
	296.32		Total 30403	
Comcast	153.08	FD89 Internet 05/11-06/10/19	30340	5/16/2019
	153.08		Total 30340	
Comcast	44.99	FD88 Internet 05/14-06/13/19	30371	5/23/2019
	44.99		Total 30371	
Conforti Plumbing, Inc	132.50	Tennis Crt Drinking Fountain inspections 05/06/19	30299	5/9/2019

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 5/1/2019 Through 5/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	132.50		Total 30299	
CoreLogic Solutions LLC	165.00	CC&R maps software April 2019	30300	5/9/2019
	165.00		Total 30300	
Cory Gregersen	120.00	Res ff shifts 03/04,11,21	30261	5/2/2019
	120.00		Total 30261	
Craig Shuler	60.00	Cell Allowance - May 2019	30284	5/2/2019
	60.00		Total 30284	
De Lage Landen Financial Services, Inc.	87.97	FD88 Copier Lease 04/15-05/14/19	30250	5/2/2019
	87.97		Total 30250	
De Lage Landen Financial Services, Inc.	176.96	FD89 Copier Lease 05/01-05/31/19	30342	5/16/2019
	176.96		Total 30342	
Department of Industrial Relations	220.00	P00819 Slide Inspection 04/22/19	30251	5/2/2019
	220.00		Total 30251	
Department of Justice	64.00	Pre-emp fingerprinting - Parks April 2019	30301	5/9/2019
	64.00		Total 30301	
Donovan Hickman	120.00	Res ff shifts 03/04, 05, 13	30377	5/23/2019
Donovan Hickman	80.00	Res ff shifts 05/06 & 14		5/23/2019
Donovan Hickman	120.00	Res ff shifts April 04/02, 16 & 17		5/23/2019
	320.00		Total 30377	
DSA Technologies, Inc	245.00	Software IT review - RecTrac Passes	30302	5/9/2019
	245.00		Total 30302	
EDC Emergency Services Authority	6,980.00	CPFD Computer & Battery Backup x2 (AVL) 04/24/19	30252	5/2/2019
	6,980.00		Total 30252	
El Dorado County Environmental Mgmt.	820.00	Lake - Env Mgmt Fees 1611 & 3611 FA0003346	30303	5/9/2019

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 5/1/2019 Through 5/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	820.00		Total 30303	
El Dorado Irrigation District	350.83	Water/Landscp Connery 03/19-05/16/19	30406	5/30/2019
	350.83		Total 30406	
El Dorado Irrigation District	76.60	Water - Veld 03/16-05/15/19	30407	5/30/2019
	76.60		Total 30407	
El Dorado Irrigation District	138.10	Water Culver Ln 03/16-05/16/19	30408	5/30/2019
	138.10		Total 30408	
El Dorado Irrigation District	167.14	Water Kentfield 03/16-05/16/19	30409	5/30/2019
	167.14		Total 30409	
El Dorado Irrigation District	68.11	Water/Landscp Culver Ln 03/16-05/16/19	30410	5/30/2019
	68.11		Total 30410	
El Dorado Weed Control	493.45	Knollwood, Chem weed control 04/30/19	30253	5/2/2019
El Dorado Weed Control	1,098.96	Northview, Chem weed control 04/29/19		5/2/2019
	1,592.41		Total 30253	
Elise Elizabeth Settle	39.81	Lifeguarding school group 05/21/19	30389	5/23/2019
	39.81		Total 30389	
Ellamae J. Wooten	200.00	Dir. Comp for mtgs 05/06 & 05/15/19	30364	5/16/2019
	200.00		Total 30364	
Ewing Irrigation Products, Inc.	240.65	Irrig. Supplies - Parks & Eastwood 04/26/19	30254	5/2/2019
	240.65		Total 30254	
Ewing Irrigation Products, Inc.	1,231.20	Irrig Supplies, Parks 04/30/19	30304	5/9/2019
	1,231.20		Total 30304	
Felicity Wood Carlson	200.00	Dir. Comp for mtgs 05/06,07,15	30338	5/16/2019

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 5/1/2019 Through 5/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	200.00		Total 30338	
Fire Apparatus Solutions	174.87	FD Ladder E-89	30255	5/2/2019
	174.87		Total 30255	
Flying Ace T-Shirts, Inc.	261.36	Jackets - Parks 04/09/19	30256	5/2/2019
	261.36		Total 30256	
Flying Ace T-Shirts, Inc.	608.11	Tball shirts/hats Spring 2019	30305	5/9/2019
	608.11		Total 30305	
Flying Ace T-Shirts, Inc.	411.33	Uniform Shirts, CC & EW LLAD 05/16/19	30372	5/23/2019
	411.33		Total 30372	
Folsom Officials Association	1,020.00	Spring 2019 Adult BB Refs, 17 games	30373	5/23/2019
	1,020.00		Total 30373	
Foothill Auto Service, Inc.	23.33	Bronco part - Lake	30306	5/9/2019
Foothill Auto Service, Inc.	39.20	CC&R auto repair		5/9/2019
	62.53		Total 30306	
Gold Country Hardware	3.21	maint part - Lake	30259	5/2/2019
	3.21		Total 30259	
Green Acres Nursery & Supply, LLC	2,236.90	Bonanza Park Special Tree order	30344	5/16/2019
	2,236.90		Total 30344	
Hi - Tech E V S, Inc.	93.93	FD E289 side marker light	30376	5/23/2019
	93.93		Total 30376	
Highlander Termite & Pest Control	75.00	FD89 Pest Control 04/19/19	30264	5/2/2019
	75.00		Total 30264	
Holly Morrison	300.00	Dir. Comp for mtgs 05/06,07,15	30349	5/16/2019
	300.00		Total 30349	
Home Depot Credit Services	986.91	Parks - Maint. supplies April 2019	30308	5/9/2019
	986.91		Total 30308	

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 5/1/2019 Through 5/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Hunt & Sons	1,457.13	Fuel 04/26/19	30265	5/2/2019
	1,457.13		Total 30265	
Hunt & Sons	1,430.16	Fuel 05/03/19	30345	5/16/2019
Hunt & Sons	1,908.40	Fuel 05/10/19		5/16/2019
	3,338.56		Total 30345	
Hunt & Sons	1,509.01	Fuel 05/17/19	30412	5/30/2019
Hunt & Sons	1,440.89	Fuel 05/24/19		5/30/2019
	2,949.90		Total 30412	
Interwest Consulting Group, Inc.	178.75	FD plan reviews - Companion 05/03-05/17 # 201903692	30378	5/23/2019
	178.75		Total 30378	
J&M Displays, Inc	9,700.00	Sum Spect. 2019 Fireworks DEPOSIT (1/2)	30346	5/16/2019
	9,700.00		Total 30346	
Jana L. Martinez	250.00	Inst. Tamale Making Feb 2019	30312	5/9/2019
	250.00		Total 30312	
Jennifer O'Neill	12.45	Lake conc/kiosk/office supplies	30352	5/16/2019
	12.45		Total 30352	
Jill Ritzman	100.00	Cell Allowance -May 2019	30281	5/2/2019
	100.00		Total 30281	
Joe's Coffee and Deli, LLC	292.26	Older Amer Day lunch 05/21/19	30347	5/16/2019
	292.26		Total 30347	
Joseph Erik White Raffoul	80.00	Res ff shifts 04/22 & 29	30386	5/23/2019
Joseph Erik White Raffoul	160.00	Res ff shifts 05/06,07,20,21		5/23/2019
	240.00		Total 30386	
Joseph Munizich	70.20	Inst. Bird Watching April	30275	5/2/2019
	70.20		Total 30275	
Joshua C. Marks	280.00	Janitorial Services Park & Gym RR's 4/24-04/26/19	30271	5/2/2019
	280.00		Total 30271	

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 5/1/2019 Through 5/31/2019

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Joshua C. Marks	1,220.00	Janitorial Srvc, CC Gym, Park, Pool Restrooms 05/01-05/15/19	30311	5/9/2019
	1,220.00		Total 30311	
Joshua C. Marks	800.00	Janitorial Srvc May 16-31, Parks, Pool, Gym, CC	30416	5/30/2019
	800.00		Total 30416	
JS West Propane Gas	1,491.34	Propane Spring Bill Split 04/23/19 Pool, 80 Gym/CR 20	30267	5/2/2019
	1,491.34		Total 30267	
JS West Propane Gas	595.92	FD88 Propane - March 2019	30268	5/2/2019
	595.92		Total 30268	
JS West Propane Gas	1,548.00	Propane fill 05/14/19 (90% Pool/10% Gym)	30380	5/23/2019
	1,548.00		Total 30380	
Judi Maus	55.00	EB Combo pass refund	30272	5/2/2019
	55.00		Total 30272	
Kate Magoolaghan	193.22	CC&R copies, postage, car, misc REIMB Nov-Apr 2019	30310	5/9/2019
	193.22		Total 30310	
Kristina Kazer	292.50	Research Cons. Funding/Grants	30381	5/23/2019
	292.50		Total 30381	
L.N. Curtis & Sons	13,998.27	FD Gear	30413	5/30/2019
	13,998.27		Total 30413	
Larry McBride	600.00	In Lieu retired Med Benefits - May 2019	30273	5/2/2019
	600.00		Total 30273	
Lehr	850.28	FD Engine Lens' 04/18/19	30269	5/2/2019
	850.28		Total 30269	
Lincoln Aquatics	600.00	Granular Conditioner Pool & Lagoon 04/23/19	30270	5/2/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	600.00		Total 30270	
Lincoln Aquatics	1,214.99	Chlorine order Pool 04/19/19	30414	5/30/2019
	1,214.99		Total 30414	
Linda Kay Perschbacher-Lenhardt	175.20	Inst. Zumba Jan-Mar, Tap Feb, Belly Mar.	30277	5/2/2019
	175.20		Total 30277	
Lucille Colquhoun	425.61	KidzKamp tshirts Summer 2019	30404	5/30/2019
	425.61		Total 30404	
Marcus Holifield Helm	39.81	Lifeguarding school group 05/21/19	30375	5/23/2019
	39.81		Total 30375	
Margaret Mohr	300.00	Dir. Comp for mtgs 05/07,15 & 22	30348	5/16/2019
	300.00		Total 30348	
Melissa O'Meara Simpkin	254.06	District shirts, May 2019	30321	5/9/2019
Melissa O'Meara Simpkin	94.81	Tshirts - Rec Dept 05/05/19		5/9/2019
	348.87		Total 30321	
Melissa O'Meara Simpkin	557.70	Aquatics uniforms 05/16/19	30391	5/23/2019
	557.70		Total 30391	
Michael Grassle	100.00	Cell Allowance - May 2019	30260	5/2/2019
	100.00		Total 30260	
Michael Grassle	133.40	Mileage Reimb - April 2019	30307	5/9/2019
	133.40		Total 30307	
Mike Meri	26.00	Tax class cancelled - Refund	30417	5/30/2019
	26.00		Total 30417	
Mountain Democrat	125.00	Wedding Affair advts Feb 2019 (pymt for acct# 10884)	30274	5/2/2019
	125.00		Total 30274	
Mountain Democrat	20.25	Pub Notice 05/03/19 EDD Rates	30313	5/9/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	20.25		Total 30313	
MRJ Maintenance Services	475.00	CC Kitchen hood inspection 05/08/19	30350	5/16/2019
	475.00		Total 30350	
Municipal Resource Group LLC	1,200.00	Emp Disc Doc review - April 2019	30383	5/23/2019
	1,200.00		Total 30383	
MyFleetCenter.com	85.98	FD89 F150 srvc	30379	5/23/2019
	85.98		Total 30379	
Myung Chong	510.00	Inst. Mod Zumba April	30247	5/2/2019
	510.00		Total 30247	
Neon Playboys	300.00	Sum. Spect 2019 Band Deposit	30351	5/16/2019
	300.00		Total 30351	
Neva Compton	40.00	Classroom rental 05/04, deposit refund	30341	5/16/2019
	40.00		Total 30341	
Niki Garrison	33.08	Gov Wrkshop #3 Supplies - Reimb	30257	5/2/2019
	33.08		Total 30257	
Original Watermen, Inc.	533.55	Lifeguard Uniforms 04/15/19	30276	5/2/2019
	533.55		Total 30276	
Patsy Pannunzio	300.00	East Hall rental 05/04, Deposit refund	30353	5/16/2019
	300.00		Total 30353	
Paychex	297.08	Paychex Fees HR May 2019	19920867	5/10/2019
Paychex	192.80	Paychex Fees Stratustime April 2019		5/10/2019
	489.88		Total 19920867	
Paychex	220.80	Paychex Payroll Fees for 05-03-19 (33)	2019043001	5/3/2019
	220.80		Total 2019043001	

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Vendor Name	Check Amount	Description	Check Number	Check Date
Paychex	235.80	Paychex Payroll Fees for 05-17-19	2019051401	5/17/2019
	235.80		Total 2019051401	
Paychex	238.80	Paychex Payroll Fees for 05-31-19	2019052801	5/31/2019
	238.80		Total 2019052801	
PG&E	1,567.14	Elec 03/27-04/25/19 FD 88, 89 & 2 lamps, Carousel	30278	5/2/2019
	1,567.14		Total 30278	
PG&E	11,145.72	Elec. LLAD's 03/27-04/26/19	30315	5/9/2019
	11,145.72		Total 30315	
PG&E	1,064.21	Elec. Parks/Lagoon 03/27-04/25/19	30316	5/9/2019
	1,064.21		Total 30316	
PG&E	114.66	Elec. 8 lamps 04/18-04/30/19 & 05/01-05/16/19	30384	5/23/2019
	114.66		Total 30384	
PG&E	157.65	Elec. 11 lamps 04/18-04/30/19 & 05/01-05/16/19	30385	5/23/2019
	157.65		Total 30385	
PG&E	10.18	Elec Baron Ct. 04/19-05/19/19	30418	5/30/2019
	10.18		Total 30418	
PG&E	5,755.36	Elec CSD 04/22-04/30/19 & 05/01-05/20/19	30419	5/30/2019
	5,755.36		Total 30419	
Prentice, Long & Epperson	1,184.35	Legal Srvc's, phone, mtgs, materials April 2019	30317	5/9/2019
	1,184.35		Total 30317	
Public Employee's Union Local 1	142.57	Union dues for payroll 05-03-19	30279	5/2/2019
	142.57		Total 30279	

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Public Employee's Union Local 1	142.69	Union Dues for payroll 05/17/19	30354	5/16/2019
	142.69		Total 30354	
Public Employee's Union Local 1	140.80	Union Dues for Payroll 05/31/19	30420	5/30/2019
	140.80		Total 30420	
Purchase Power	201.00	Postage refill 04/26/19	30421	5/30/2019
	201.00		Total 30421	
R.J. Ricciardi, Inc CPA's	3,735.00	FY 17/18 Audit for April 2019	30318	5/9/2019
R.J. Ricciardi, Inc CPA's	1,307.50	FY 18/19 Audit for April 2019		5/9/2019
	5,042.50		Total 30318	
Rescue Training Institute, Inc.	38.50	Inst. Child/Baby Safety 05/07/19	30355	5/16/2019
	38.50		Total 30355	
Riebes Auto Parts	47.23	Supplies, Volunteer day at Lake 04/27/19	30280	5/2/2019
	47.23		Total 30280	
Riverview International Trucks, Inc.	288.83	E-89 Engine parts 04/01/19	30319	5/9/2019
	288.83		Total 30319	
Riverview International Trucks, Inc.	2,506.50	ENG 389 parts & svc 05/20/19	30422	5/30/2019
Riverview International Trucks, Inc.	1,267.43	FD E389 parts & svc		5/30/2019
	3,773.93		Total 30422	
Robert A. Godwin	200.00	YFF Officials 4 games 04/27/19	30258	5/2/2019
	200.00		Total 30258	
Robert A. Godwin	200.00	YFF officials 4 games 05/04/19	30343	5/16/2019
Robert A. Godwin	200.00	YFF Officials, 4 games 05/11/19		5/16/2019
	400.00		Total 30343	
Robert Raymond Westphal	307.30	Inst. Taekwondo, KK & WB March 2019	30291	5/2/2019
	307.30		Total 30291	
Rosalie M. Stearns	210.00	Inst. Hula classes Beg-March, All others April	30285	5/2/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	210.00		Total 30285	
Roseanna Dunham	102.00	Artsy Animal classes cancelled - refund	30405	5/30/2019
	102.00		Total 30405	
Roy M. Imai	84.00	Inst. Tai Chi balance April	30266	5/2/2019
	84.00		Total 30266	
SACEVENTS	3,123.69	Wedding/Bridal Show 2019	30388	5/23/2019
	3,123.69		Total 30388	
Sacramento Regional Fire Prevention Officer's Association	60.00	M. Smith FY 19/20 Membership	30359	5/16/2019
	60.00		Total 30359	
Sam's Club Direct	29.82	Easter egg hunt candy 04/16/19 w/ credit	30282	5/2/2019
	29.82		Total 30282	
Sarah Scatton	134.40	Inst. Chair Yoga April 2019	30283	5/2/2019
	134.40		Total 30283	
Sierra Office Systems and Products	434.03	FD89 Office Supplies	30356	5/16/2019
	434.03		Total 30356	
Sierra Security & Fire	150.00	1st Qtr Security/Alarms - CC	30390	5/23/2019
Sierra Security & Fire	99.00	1st Qtr Security/Alarms - Lake		5/23/2019
	249.00		Total 30390	
Sierra Security & Fire	90.00	1st Qtr 2019 Security/Alarms - FD88	30423	5/30/2019
Sierra Security & Fire	90.00	1st Qtr 2019 Security/Alarms - FD89		5/30/2019
	180.00		Total 30423	
Sierra Sharks Swim Team	243.75	CSD Scholarship share - Soto Family	30357	5/16/2019
Sierra Sharks Swim Team	243.75	CSD Scholarship share - Taylor Family		5/16/2019
	487.50		Total 30357	
Sign Banner Print Express	80.44	Banner- Pool Imp TY 04/24/19	30320	5/9/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	80.44		Total 30320	
Sign Banner Print Express	139.43	T&T Banner revs & Sum Spect signs	30424	5/30/2019
	139.43		Total 30424	
SiteOne Landscape Supply	72.59	Drain Supplies, Parks (w/ disc -1.38)	30322	5/9/2019
	72.59		Total 30322	
SiteOne Landscape Supply	96.33	Irrig Supplies -Rasm Park 05/07/19 (w/ disc 1.83)	30358	5/16/2019
	96.33		Total 30358	
Teresa Haverty	39.60	Inst. Art classes Mar/Apr	30262	5/2/2019
	39.60		Total 30262	
The Paint Spot, Inc.	27.82	Lagoon supplies 04/15/19	30323	5/9/2019
	27.82		Total 30323	
The Paint Spot, Inc.	97.37	Nitrle Gloves - Parks	30392	5/23/2019
	97.37		Total 30392	
The Sacramento Bee	197.98	FD89 Sac Bee 6 mth renewal 05/30-11/28/19	30324	5/9/2019
	197.98		Total 30324	
The UPS Store # 1726	22.84	FD Postage Receipts (Trans# 3330 & 4075)	30360	5/16/2019
	22.84		Total 30360	
Think, Inc.	5,956.36	Summer 2019 Act Guide, Pack & delivery	30393	5/23/2019
	5,956.36		Total 30393	
Timothy Dana Bowen	188.50	Inst. Stem Camp April	30245	5/2/2019
	188.50		Total 30245	
Tina Lynn Goins	100.00	May E-news & CalFIRE mtgs flyers	30374	5/23/2019
	100.00		Total 30374	
TPX Communications	879.81	CSD Phones/Internet May 2019	30325	5/9/2019

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
	879.81		Total 30325	
TruGreen Commercial	1,048.00	Aeration Spring 2019 - Christa Park	30361	5/16/2019
	1,048.00		Total 30361	
Tumble Time Gymnastics, Inc.	178.80	Inst. Tumble Mar. Mini Feb. Girls April	30286	5/2/2019
	178.80		Total 30286	
U.S. Bank	14,361.45	Cal Cards 03/21-04/21/19	30287	5/2/2019
	14,361.45		Total 30287	
U.S. Bank	10,842.33	Cal Cards statement 04/25/19-05/21/19	30425	5/30/2019
	10,842.33		Total 30425	
Umpqua Bank	194.08	Maintenance Fee for April 2019	Maint Fee	5/21/2019
	194.08		Total Maint Fee	
Umpqua Bank	989.39	CC Merch Fees - Vantiv - April 2019	Merch Fees	5/9/2019
	989.39		Total Merch Fees	
Union Mine Music Boosters	600.00	Hall/Kitchen rental 04/13, deposit refund	30326	5/9/2019
	600.00		Total 30326	
Uptown Studios, Inc	350.00	Web Maint. April 2019	30327	5/9/2019
	350.00		Total 30327	
Vavrinek, Trine, Day & Co., LLP	8,897.50	Prof. Svcs CPA April 2019	30328	5/9/2019
Vavrinek, Trine, Day & Co., LLP	11,200.00	Prof. Svcs, CPA October 2018 (waited detail)		5/9/2019
	20,097.50		Total 30328	
Verizon Business	5.00	FD Phones Carrier Access April 2019	30362	5/16/2019
	5.00		Total 30362	
Verizon Wireless	25.17	FD Wireless 03/16-04/15/19	30288	5/2/2019
	25.17		Total 30288	

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<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check Number</u>	<u>Check Date</u>
Verizon Wireless	117.24	FD Wireless 03/16-04/15/19	30289	5/2/2019
	117.24		Total 30289	
Verizon Wireless	1,355.25	Wireless & Ipads 04/11-05/10/19 Parks, CCR, Rec, CC	30394	5/23/2019
	1,355.25		Total 30394	
Verizon Wireless	268.92	Ipads wifi/hotspots 04/11-05/10/19	30395	5/23/2019
	268.92		Total 30395	
Verizon Wireless	456.46	FD Phones Wireless 04/16-05/15/19	30426	5/30/2019
	456.46		Total 30426	
Verizon Wireless	111.89	FD Phones Wireless 04/16-05/15/19	30427	5/30/2019
	111.89		Total 30427	
Vermont Systems, Inc	25.00	RecTrac user group training 04/04/19	30363	5/16/2019
	25.00		Total 30363	
Wayne's Locksmith	206.66	Baron Ct. Relock & Key Gate 2019	30329	5/9/2019
	206.66		Total 30329	
Wayne's Locksmith	9.00	pool room keys	30428	5/30/2019
	9.00		Total 30428	
When to Work, Inc.	132.00	Seasonal staff scheduling software	30429	5/30/2019
	132.00		Total 30429	
Wilkinson Portables, Inc.	135.13	Port a potty - Sports May/June 2019	30430	5/30/2019
	135.13		Total 30430	
Report Total	333,840.86			