

Budget and Administration Committee

Tuesday, September 8, 2026
6:30pm



Cameron Park Community Center – Social Room
2502 Country Club Drive
Cameron Park, CA 95682

Minutes

Members: Chair Director Katie Gilchrest (KG), Vice Chair Director Dawn Wolfson (DW)
Alternate: Director Tim Israel (TI)

Staff: Mark Hornstra, General Manager; Laura Sanders-Ito, Acting Administrative Services Analyst

CALL TO ORDER - 6:30PM

ROLL CALL - KG/DW

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

ADOPTION OF AGENDA – Approved, with addition of Item 4D

APPROVAL OF MINUTES - Approved

OPEN FORUM

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

DEPARTMENT MATTERS

1. **Capital Improvement Plan Update** (M. Hornstra)
 - Verbal Update
2. **Silver Springs Wildfire Prepared Neighborhood Designation** (M. Johnson, S.P.S.S.)
 - Discussed Silver Springs Wildfire Prepared Neighborhood Designation.

3. Review of District Conflict of Interest Policy (M. Hornstra)

- *Discussed District Conflict of Interest Policy. Make changes and return to committee*

4. Staff Updates

- a. July & August Check Registers (L. Sanders-Ito)
- b. July Finance Report (M. Hornstra)
- c. FY 2025/26 Projected Close (M. Hornstra)
- d. Ratification of Award to Kohler Pools for Community Center Pool Heater Repair (M. Hornstra)

5. Items for Future Committee Meetings

- Cost Recovery Policy (bounced check, etc.)
- Bylaws Review

6. Items to Take to the Board of Directors

- *Ratification of Award to Kohler Pools for Community Center Pool Heater Repair*

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

ADJOURNMENT - 7:40PM