

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



Budget and Administration Committee
Tuesday, March 9, 2021
6:30 p.m.

TELECONFERENCE ZOOM MEETING
<https://us02web.zoom.us/j/84460033022>

Meeting ID: 844 6003 3022

(Teleconference/Electronic Meeting Protocols are attached)

Agenda

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

Alternate Director Monique Scobey (MS)

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

CALL TO ORDER

ROLL CALL

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

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

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

DEPARTMENT MATTERS

- 1. Review Special Fund, Fund Balances** (V. Neibauer)
 - Fire & Emergency Services Capital Asset Reserves
 - Facilities & Parks Capital Asset Reserves
 - Fire Development Impact Fees
 - Parks Development Impact Fees
- 2. Fire Apparatus Lease Information** (V. Neibauer)
- 3. ARC Alternatives Contract Extension; Budget Allocation** (J. Ritzman)
- 4. Pool Vacuum Purchase** (M. Grassle)
- 5. El Dorado Disposal Performance Report** (written report)
- 6. Staff Updates**
 - a. Finance Office Monthly Report
 - b. December Check Register Review (V. Neibauer)
 - c. CC&R and LLAD Resolutions to initiate Engineers Report on March Board of Directors Meeting.
No major changes (V. Neibauer)
 - d. Legislative Updates
- 7. Items for April & Future Committee Meetings**
 - Budget Development & Review starts in April: General Fund, LLADs and CC&Rs.
- 8. Items to take to the Board of Directors**

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

ADJOURNMENT



Teleconference/Electronic Meeting Protocols

Cameron Park Community Services District

(Effective April 2, 2020)

WHEREAS, on March 4, 2020, Governor Newsome proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS, March 17, 2020, Governor Newsome issued Executive Order N-29-20 suspending parts of the Brown Act that required in-person attendance of Board members and citizens at public meetings; and

WHEREAS, on March 19, 2020, Governor Newsome issued Executive Order N-33-20 directing most individuals to shelter at home or at their place of residence.

NOW, THEREFORE, the Cameron Park Community Services District will implement the following protocols for its Board and committee meetings.

The guidance below provides useful information for accessing Cameron Park Community Services District (“District”) meetings remotely and establishing protocols for productive meetings.

BOARD AND COMMITTEE MEMBERS:

- **Attendance.** Board and Committee Members should attend District meetings remotely from their homes, offices, or an alternative off-site location. As per the Governor’s updated Executive Order N-29-20, there is no longer a requirement to post agendas at or identify the address of these locations.
- **Agendas.** Agenda packages will be made available on the District’s website. They will also be sent by email to all Board and Committee Members. Note that under the circumstances, District staff may not be able to send paper packets.
- **Board and Committee Member Participation.** Meeting Chair(s) will recognize individual Board and Committee Members and unmute their device so that comments may be heard or will read comments if they are provided in writing only.

PUBLIC PARTICIPATION:

- **Attendance.** The District’s office will remain closed to the public until further notice. Members of the public will be able to hear and/or see public meetings via phone, computer, or smart device. Information about how to observe the meeting is listed on the agenda of each meeting.
- **Agendas.** Agendas will be made available on the District’s website and to any members of the public who have a standing request, as provided for in the Brown Act.
- **Public Participation.** The public can observe and participate in a meeting as follows:
 - **How to Observe the Meeting:**
 - **Telephone:** Listen to the meeting live by calling Zoom at (669) 900-6833 or (346) 248 7799. Enter the Meeting ID# listed at the top of the applicable Board or Committee agenda followed by the pound (#) key. More phone numbers can be found on Zoom’s website at <https://us04web.zoom.us/j/91011220960> if the line is busy.
 - **Computer:** Watch the live streaming of the meeting from a computer by navigating to the link listed at the top of the applicable Board or Committee agenda using a computer with internet access that meets Zoom’s system requirements (<https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)
 - **Mobile:** Log in through the Zoom mobile app on a smartphone and enter the Meeting ID# listed at the top of the applicable Board or Committee agenda.
 - **How to Submit Public Comments:**
 - **Before the Meeting:** Please email your comments to admin@cameronpark.org, with “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed 3 minutes at staff’s cadence), prominently write “Read Aloud at Meeting” at the top of the email. Emails running longer than the time limit will not be finished. All comments received at least 2 hours prior to the meeting on the day the meeting will be held, will be included as an agenda supplement on the District’s website

under the relevant meeting date, and provided to the Directors/Committee Members at the meeting. Comments received after that time will be treated as contemporaneous comments.

- **Contemporaneous Comments:** During the meeting, the Board President/Committee Chair or designee will announce the opportunity to make public comments. If you would like to make a comment during this time, you may do so by clicking the “raise hand” button. You will be addressed and un-muted when it is your turn to speak (not to exceed the 3 minute public comment time limit).

FOR ALL PARTICIPANTS:

- **Get Connected:** Please download Zoom application for your device and familiarize yourself with how to utilize this tool. There is no cost for using the application.
- **Ensure Quiet.** All audience members will be muted during the meeting until they are addressed by the Board/Committee as their time to speak. Please make every effort to find a location with limited ambient noise. Please turn off the ringer on your phone and other notification sounds on your devices to reduce interruptions.

We anticipate that this process of moving to remote meetings will likely include some challenges. Please bear with us as we navigate this process.



Budget and Administration Committee
Tuesday, February 2, 2021
6:30 p.m.

TELECONFERENCE ZOOM MEETING
<https://us02web.zoom.us/j/81028110590>

Meeting ID: 810 2811 0590

(Teleconference/Electronic Meeting Protocols are attached)

Conformed Agenda

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

Alternate Director Monique Scobey (MS)

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

CALL TO ORDER : 6:38pm

ROLL CALL – FC/EA

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

- Staff recommended to remove Item 4b from the Agenda for updates and brought back next month
- Motion to remove FC/EA
 - o All in favor

APPROVAL OF CONFORMED AGENDA - 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. Fiscal Year 2019-2020 Year-End Report, General Fund 01, CCRs, Quimby, Capital Asset Reserves (pre-audit)** (V. Neibauer)
 - Staff is updating the Fund Balances to include 19/20 Fund Balances
 - Hold over CC&R Fund 02, Quimby 03, Capital Asset Reserves Funds 07 & 08 until next meeting
 - Committee Supports moving the General Fund 01 forward to the Board of Directors
- 2. Pool Heater & Lights – Vendor Selection and Budget Allocation** (hand-carry to meeting; M. Grassle)
 - Staff is recommending the 97% Efficiency Heater
 - Currently 50% of the heater is working
 - Staff is recommending replacing all the underwater pool lights
 - Committee supports moving Item 2 to the Board of Directors
- 3. Finalize Work Plan 2021** (J. Ritzman)
 - Committee supports moving Item 3 to the Board of Directors with the addition of an Annual Finance Office Calendar
- 4. Staff Updates**
 - a. December Check Register Review (V. Neibauer)
 - ~~b. Fire Apparatus Lease Information (V. Neibauer)~~
 - Committee Approved to remove from the February Agenda
 - c. Legislative Updates (J. Ritzman)
 - CSDA is asking for more letters
 - Committee suggests looking into the New Brown Act Bill
 - d. Strategic Plan (J. Ritzman)
 - The last workshop is scheduled for Wednesday, February 24, 2021
 - Staff is updating the Survey & Stakeholder Results and Reports
- 5. Items for February March & Future Committee Meetings**
 - Policy Updates: Legislative Policy, Debt Management Policy
 - CC&R Fund 02, Quimby 03, Capital Asset Reserves Funds 07 & 08
- 6. Items to take to the Board of Directors**
 - Committee supports moving Items 1 (General Funds 01 Only), 2 and 3

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

EA: Thank you to Jill for giving up her print space in the Cameron Park Life to introduce himself, announce District updates and talking about the Fire Tower

ADJOURNMENT – 8:16pm



Agenda Transmittal

DATE: March 9, 2021

FROM: Vicky Neibauer, Finance Officer

AGENDA ITEM #1: **FUND BALANCE REPORT FOR THE FIRE AND EMERGENCY SERVICES CAPITAL RESERVE (FUND 07), RECREATION FACILITIES AND PARKS CAPITAL ASSET RESERVE (FUND 80), PARK DEVELOPMENT IMPACT FEES (FUND 04), FIRE DEVELOPMENT IMPACT FEES (FUND 06)**

RECOMMENDED ACTION: Review and Discuss

Introduction

Staff is providing Fund Balance Reports, activity from July 2020 through February 2021, for the following Special Funds:

- Fire & Emergency Services Capital Asset Reserves, Fund 07
- Fire Development Impact Fee Funds, Fund 06
- Recreation Facilities & Parks Capital Asset Reserves, Fund 80
- Park Development Impact Fee Funds, 04

Discussion

There is a series of Abila reports attached, Balance Sheets and Normal Trial Balance Sheet Reports, demonstrating the Fund Balances and activity within each Fund.

The Balance Sheet reports the Beginning Fund Balance, summary of net activity within the fund and Ending Fund Balance. This report is a very simple summary of the Fund Balances and activity from 7/1/2020 through 2/28/2021.

The Normal Trial Balance reports the beginning balance and activity within the Fund in a debit, credit format. The Credit Balance column (revenue codes 3700 and 4000 series) indicate revenues to the Fund. The Debit Balance column (expenditure codes 5000 series) indicate costs to the Fund.

The ending Fund Balance from the Balance Sheet and the Normal Trail Balance – Balance Sheet for the Capital Asset Reserves differ because the Balance Sheet report provides a point in time ending Fund Balance which will change as activity occurs within the Fund. The Normal Trial Balance reports only the Beginning Balance and period activity to date in detail, and is generally used for reconciliation purposes at year end to determine the effect of revenues, expenditures and adjusting entries necessary to derive the year end Fund Balance.

Fire and Emergency Services Reserve Fund

This Special Fund has financial activity for Fire and Emergency Services capital assets. Items to note in the financial report are as follows:

- ✓ Current Fund Balance is \$993,504,
- ✓ Fire Impact fees dedicated to the Fire Training Tower Project - \$450,000,
- ✓ Release of County Fire Funds, per Board direction in previous budget cycle - \$33,632,
- ✓ Sale of a retired Fire Engine - \$48,000,
- ✓ Fire Apparatus Rental - \$346,674,
- ✓ Building Maintenance, LED Conversion - \$13,773,
- ✓ Grounds Maintenance, Fire Training Tower - \$8,371,
- ✓ Capital Expense - \$422,539,
 - Radios – VFA Grant,
 - Two Fire Utility Trucks lease payment and equipment,
 - Station 88 Garage doors,
 - Fire Station 89 Rear Bay Doors,
 - New Engine Interim Interest (chassis),
 - Lighted Fire Marshal Table,
 - Fire Station 89 new carpet and installation,
 - New Engine equipment,
 - Existing Engine Payments.

Fire Development Impact Fees Fund

This Special Fund accounts for fees collected by El Dorado County from Developers during the parcel map approval process. These Fees are dedicated to Fire related projects meeting strict requirements to expand services. The El Dorado County Board of Supervisors and the Cameron Park Community Services District Board of Directors must find that the recommended projects meet these requirements. Items to note in the financial report are as follows:

- ✓ Fund Balance - \$1,005,673,
- ✓ Fire development Fees - \$48,928,
- ✓ Interest Income - \$28,586.

Recreation Facilities and Parks Reserve Fund

This Special Fund has financial activity for Facilities and Parks capital assets. A total of \$26,151 has been billed but not received yet from El Dorado County for Park Development Impact fees to cover costs of the Pickle Ball, T-Ball and Disc Golf projects.

Items to note in the financial report are as follows:

- ✓ Fund Balance - \$108,482,
- ✓ Ground Maintenance - \$27,436,
 - Pickle Ball Stripping,
 - Crista McAuliffe T-Ball Field,
 - Disk Golf,
- ✓ Capital Expense – \$71,074,
 - Cameron Park Lake Splash Play,
 - Crista McAuliffe T-Ball Field,
 - Parks Master Plan,
 - Two Axle dump trailer,
 - Community Center HVAC Repair,
 - Polaris,
 - Gym Floor resurfacing.

Parks Development Impact Fees Fund

This Special Fund accounts for fees collected by El Dorado County from Developers during the parcel map approval process. Similar to Fire, the purpose for these fees is to expand Park services.

- ✓ Fund Balance - \$959,179
- ✓ Parks Impact Fees - \$200,055
- ✓ Interest Income - \$17,355

Conclusion

This report is a summary of the District's Capital Asset Reserve Funds and the Development Impact Fee Funds, for the period from July 2019 through February 2021. The reported activity in each fund is unaudited; therefore, subject to change until the audit is complete. The purpose of this report is to provide current information regarding these Special Funds, and to provide the Budget and Administration Committee an opportunity to discuss these funds prior to commencing the budget development process. Special Fund budgets are scheduled to be presented to the Committee in May.

Attachments:

- 1A. Balance Sheet, Fund 07
- 1B. Normal Trail Balance – Balance Sheet, Fund 07
- 1C. Balance Sheet, Fund 06
- 1D. Normal Trail Balance – Balance Sheet, Fund 06
- 1E. Balance Sheet, Fund 80
- 1F. Normal Trail Balance – Balance Sheet, Fund 80
- 1G. Balance Sheet, Fund 04
- 1H. Normal Trail Balance – Balance Sheet, Fund 04

Cameron Park Community Services District
Balance Sheet
07 - Fire and Emergency Service Capital Asset Reserve
As of 3/1/2021

	<u>Year to Date Fund Balance</u>
Beginning Fund Balance - June 2019	544,814.32
Actual Activity - Year to Date	448,690.17
Fund Balance - Year to Date	993,504.49

Cameron Park Community Services District
Normal Trial Balance - Balance Sheet Report - Yearly - Unposted Transactions Included In Report
From 7/1/2019 Through 3/1/2021

<u>Fund Code</u>	<u>Fund Title</u>	<u>GL Code</u>	<u>GL Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
07	Fire and Emergency Service Capital Asset Reserve	1020	Cash	42,754.15	
07	Fire and Emergency Service Capital Asset Reserve	1030	Money Market Investment	936,260.64	
07	Fire and Emergency Service Capital Asset Reserve	1080	Cash with County	0.00	
07	Fire and Emergency Service Capital Asset Reserve	1210	Accounts Receivable - Accr	0.00	
07	Fire and Emergency Service Capital Asset Reserve	2000	Accounts Payable	0.00	
07	Fire and Emergency Service Capital Asset Reserve	3700	Fund Balance		544,814.32
07	Fire and Emergency Service Capital Asset Reserve	4125	Fire Development		450,000.00
07	Fire and Emergency Service Capital Asset Reserve	4165	Transfer In		33,632.10
07	Fire and Emergency Service Capital Asset Reserve	4262	Fire Apparatus Equip Rental		346,673.84
07	Fire and Emergency Service Capital Asset Reserve	4505	Interest Income		7,814.22
07	Fire and Emergency Service Capital Asset Reserve	4600	Other Income		48,000.00
07	Fire and Emergency Service Capital Asset Reserve	5240	Contract Services - Other	0.00	
07	Fire and Emergency Service Capital Asset Reserve	5310	Government Fees/Permits	712.78	
07	Fire and Emergency Service Capital Asset Reserve	5317	Interest	6,523.73	
07	Fire and Emergency Service Capital Asset Reserve	5345	Maint. - Buildings	13,773.42	
07	Fire and Emergency Service Capital Asset Reserve	5355	Maint. - Grounds	8,370.84	
07	Fire and Emergency Service Capital Asset Reserve	5625	Capital Equipment Expense	422,538.92	
07	Fire and Emergency Service Capital Asset Reserve	7000	Transfer Out	0.00	
Report Total				1,430,934.48	1,430,934.48

Cameron Park Community Services District
Normal Trial Balance - Balance Sheet Report - Yearly - Unposted Transactions Included In Report
From 7/1/2019 Through 3/1/2021

<u>Fund Code</u>	<u>Fund Title</u>	<u>GL Code</u>	<u>GL Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
Report Difference				0.00	
				<u>0.00</u>	

Cameron Park Community Services District
Balance Sheet
06 - Fire Development
As of 3/1/2021

	<u>Year to Date Fund Balance</u>
Beginning Fund Balance - June 2019	927,894.00
Actual Activity - Year to Date	77,778.69
Fund Balance - Year to Date	1,005,672.69

Cameron Park Community Services District
 Normal Trial Balance - Balance Sheet Report - Yearly - Unposted Transactions Included In Report
 From 7/1/2019 Through 3/1/2021

<u>Fund Code</u>	<u>Fund Title</u>	<u>GL Code</u>	<u>GL Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
06	Fire Development	1020	Cash	0.00	
06	Fire Development	1030	Money Market Investment	26,152.09	
06	Fire Development	1080	Cash with County	979,520.60	
06	Fire Development	3700	Fund Balance		927,894.00
06	Fire Development	4110	Property Taxes	0.00	
06	Fire Development	4115	Park Impact Fees	0.00	
06	Fire Development	4125	Fire Development		48,927.92
06	Fire Development	4135	Special Assessments		265.14
06	Fire Development	4505	Interest Income		<u>28,585.63</u>
Report Total				<u>1,005,672.69</u>	<u>1,005,672.69</u>
Report Difference					<u>0.00</u>

Cameron Park Community Services District
Balance Sheet
80 - Recreation Facilities & Parks Capital Asset Reserve
As of 3/1/2021

	Year to Date Fund Balance
Beginning Fund Balance - June 2019	150,928.99
Actual Activity - Year to Date	(42,446.94)
Fund Balance - Year to Date	108,482.05

Cameron Park Community Services District
 Normal Trial Balance - Balance Sheet Report - Yearly - Unposted Transactions Included In Report
 From 7/1/2019 Through 3/1/2021

<u>Fund Code</u>	<u>Fund Title</u>	<u>GL Code</u>	<u>GL Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
80	Recreation Facilities & Parks Capital Asset Reserve	1020	Cash		98,776.56
80	Recreation Facilities & Parks Capital Asset Reserve	1030	Money Market Investment	153,315.28	
80	Recreation Facilities & Parks Capital Asset Reserve	2000	Accounts Payable	0.00	
80	Recreation Facilities & Parks Capital Asset Reserve	3700	Fund Balance		150,928.99
80	Recreation Facilities & Parks Capital Asset Reserve	4505	Interest Income		2,386.29
80	Recreation Facilities & Parks Capital Asset Reserve	5215	Agriculture	114.00	
80	Recreation Facilities & Parks Capital Asset Reserve	5345	Maint. - Buildings	132.54	
80	Recreation Facilities & Parks Capital Asset Reserve	5355	Maint. - Grounds	27,436.41	
80	Recreation Facilities & Parks Capital Asset Reserve	5625	Capital Equipment Expense	71,093.61	
	Report Total			252,091.84	252,091.84
	Report Difference			0.00	

Cameron Park Community Services District
Balance Sheet
04 - AB 1600 /Park Impact
As of 3/1/2021

	<u>Year to Date Fund Balance</u>
Beginning Fund Balance - June 2019	741,769.24
Actual Activity - Year to Date	217,409.70
Fund Balance - Year to Date	959,178.94

Cameron Park Community Services District
 Normal Trial Balance - Balance Sheet Report - Yearly - Unposted Transactions Included In Report
 From 7/1/2019 Through 3/1/2021

<u>Fund Code</u>	<u>Fund Title</u>	<u>GL Code</u>	<u>GL Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
04	AB 1600 /Park Impact	1020	Cash	60,031.64	
04	AB 1600 /Park Impact	1030	Money Market Investment	0.00	
04	AB 1600 /Park Impact	1080	Cash with County	899,147.30	
04	AB 1600 /Park Impact	2000	Accounts Payable	0.00	
04	AB 1600 /Park Impact	3700	Fund Balance		741,769.24
04	AB 1600 /Park Impact	4110	Property Taxes	0.00	
04	AB 1600 /Park Impact	4115	Park Impact Fees		200,055.00
04	AB 1600 /Park Impact	4135	Special Assessments	0.00	
04	AB 1600 /Park Impact	4505	Interest Income		17,354.70
04	AB 1600 /Park Impact	5495	Utilites - Water/Irrigation	0.00	
Report Total				959,178.94	959,178.94
Report Difference				0.00	



Agenda Transmittal

DATE: March 2, 2021

FROM: Vicky Neibauer, Finance/HR Officer

AGENDA ITEM #2: FIRE ENGINE/FIRE UTILITY TRUCKS LEASE PAYMENTS
REMAINING

RECOMMENDED ACTION: RECEIVE AND DISCUSS

DISCUSSION

In the January, the Budget and Administration requested information regarding the remaining payments for the existing fire engine and two fire utility trucks. The following is that information:

- ✓ The existing fire engine has 1 remaining payment. That payment is due 2/1/2022. The amount of the payment is \$78,072.18 (Attachment 2A).
- ✓ The fire utility trucks have 6 remaining payments. The last payment will be due 9/15/2026 for the amount of \$12,260.53 (Attachment 2B). Staff totaled Umpqua Bank's Payment Schedule (Attachment 2C). The total remaining principal is \$65,420.52. If paid in full in 2021, there would be saving of \$8,142.62 in interest. The pay-off amount per Umpqua Bank may vary from staff's totals.
- ✓ The new fire engine is pending delivery and a final lease agreement with Umpqua Bank. Approved by the Board in February 2019, Fire Engine Purchase totals \$613,418.52; recommended financing is through Umpqua Bank, 7 Year/3.49%.

Attachments:

- 2A. Financial Pacific Leasing Amortization Schedule
- 2B. Municipal Lease Purchase Agreement Payment Schedule
- 2C. Staff Tally of Attachment B

Financial Pacific Leasing, Inc. dba
Umpqua Bank Equipment Lease & Finance
Amortization Schedule

013-0974317-001 CAMERON PARK COMMUNITY SERVICE

AMORTIZATION SCHEDULE - Normal Amortization

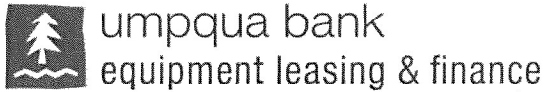
	Date	Payment	Interest	Principal	Balance
Loan	01/01/2016				
1	01/01/2016	78,072.18	0.00	78,072.18	508,608.93
2	02/01/2016	0.00	870.86	870.86-	430,536.75
3	03/01/2016	0.00	872.62	872.62-	431,407.61
4	04/01/2016	0.00	874.39	874.39-	432,280.23
5	05/01/2016	0.00	876.16	876.16-	433,154.62
6	06/01/2016	0.00	877.93	877.93-	434,030.78
7	07/01/2016	0.00	879.71	879.71-	434,908.71
8	08/01/2016	0.00	881.49	881.49-	435,788.42
9	09/01/2016	0.00	883.27	883.27-	436,669.91
10	10/01/2016	0.00	885.06	885.06-	437,553.18
11	11/01/2016	0.00	886.85	886.85-	438,438.24
12	12/01/2016	0.00	888.64	888.64-	439,325.09
2016 Totals		78,072.18	9,676.98	68,395.20	440,213.73
13	01/01/2017	78,072.18	890.44	77,181.74	363,031.99
14	02/01/2017	0.00	734.32	734.32-	363,766.31
15	03/01/2017	0.00	735.80	735.80-	364,502.11
16	04/01/2017	0.00	737.29	737.29-	365,239.40
17	05/01/2017	0.00	738.78	738.78-	365,978.18
18	06/01/2017	0.00	740.28	740.28-	366,718.46
19	07/01/2017	0.00	741.78	741.78-	367,460.24
20	08/01/2017	0.00	743.28	743.28-	368,203.52
21	09/01/2017	0.00	744.78	744.78-	368,948.30
22	10/01/2017	0.00	746.29	746.29-	369,694.59
23	11/01/2017	0.00	747.80	747.80-	370,442.39
24	12/01/2017	0.00	749.31	749.31-	371,191.70
2017 Totals		78,072.18	9,050.15	69,022.03	
25	01/01/2018	0.00	750.82	750.82-	371,942.52
26	02/01/2018	78,072.18	752.34	77,319.84	294,622.68
27	03/01/2018	0.00	595.94	595.94-	295,218.62
28	04/01/2018	0.00	597.15	597.15-	295,815.77
29	05/01/2018	0.00	598.36	598.36-	296,414.13
30	06/01/2018	0.00	599.57	599.57-	297,013.70
31	07/01/2018	0.00	600.78	600.78-	297,614.48
32	08/01/2018	0.00	602.00	602.00-	298,216.48
33	09/01/2018	0.00	603.21	603.21-	298,819.69
34	10/01/2018	0.00	604.43	604.43-	299,424.12
35	11/01/2018	0.00	605.66	605.66-	300,029.78
36	12/01/2018	0.00	606.88	606.88-	300,636.66

013-0974317-001 CAMERON PARK COMMUNITY SERVICE

Date	Payment	Interest	Principal	Balance
2018 Totals	78,072.18	7,517.14	70,555.04	
37 01/01/2019	78,072.18	608.11	77,464.07	223,172.59
38 02/01/2019	0.00	451.42	451.42-	223,624.01
39 03/01/2019	0.00	452.33	452.33-	224,076.34
40 04/01/2019	0.00	453.25	453.25-	224,529.59
41 05/01/2019	0.00	454.16	454.16-	224,983.75
42 06/01/2019	0.00	455.08	455.08-	225,438.83
43 07/01/2019	0.00	456.00	456.00-	225,894.83
44 08/01/2019	0.00	456.93	456.93-	226,351.76
45 09/01/2019	0.00	457.85	457.85-	226,809.61
46 10/01/2019	0.00	458.78	458.78-	227,268.39
47 11/01/2019	0.00	459.70	459.70-	227,728.09
48 12/01/2019	0.00	460.63	460.63-	228,188.72
2019 Totals	78,072.18	5,624.24	72,447.94	
49 01/01/2020	78,072.18	461.57	77,610.61	150,578.11
50 02/01/2020	0.00	304.58	304.58-	150,882.69
51 03/01/2020	0.00	305.20	305.20-	151,187.89
52 04/01/2020	0.00	305.81	305.81-	151,493.70
53 05/01/2020	0.00	306.43	306.43-	151,800.13
54 06/01/2020	0.00	307.05	307.05-	152,107.18
55 07/01/2020	0.00	307.67	307.67-	152,414.85
56 08/01/2020	0.00	308.30	308.30-	152,723.15
57 09/01/2020	0.00	308.92	308.92-	153,032.07
58 10/01/2020	0.00	309.54	309.54-	153,341.61
59 11/01/2020	0.00	310.17	310.17-	153,651.78
60 12/01/2020	0.00	310.80	310.80-	153,962.58
2020 Totals	78,072.18	3,846.04	74,226.14	
61 01/01/2021	78,072.18	311.43	77,760.75	76,201.83
62 02/01/2021	0.00	154.14	154.14-	76,355.97
63 03/01/2021	0.00	154.45	154.45-	76,510.42
64 04/01/2021	0.00	154.76	154.76-	76,665.18
65 05/01/2021	0.00	155.07	155.07-	76,820.25
66 06/01/2021	0.00	155.39	155.39-	76,975.64
67 07/01/2021	0.00	155.70	155.70-	77,131.34
68 08/01/2021	0.00	156.02	156.02-	77,287.36
69 09/01/2021	0.00	156.33	156.33-	77,443.69
70 10/01/2021	0.00	156.65	156.65-	77,600.34
71 11/01/2021	0.00	156.97	156.97-	77,757.31
72 12/01/2021	0.00	157.28	157.28-	77,914.59
2021 Totals	78,072.18	2,024.19	76,047.99	
73 01/01/2022	78,072.18	157.60	77,914.58	0.01
74 02/01/2022	0.00	0.01-	0.01	0.00
2022 Totals	78,072.18	157.59	77,914.59	
Grand Totals	546,505.26	37,896.33	508,608.93	

013-0974317-001 CAMERON PARK COMMUNITY SERVICE

Last interest amount decreased by 0.01 due to rounding.



**MUNICIPAL LEASE-PURCHASE AGREEMENT
PAYMENT SCHEDULE**

<u>Date</u>	<u>Total Payment</u>	<u>Principal</u>	<u>Interest</u>	<u>Option to Purchase</u>
10/15/2019	\$0.00	\$0.00	\$0.00	
11/15/2019	\$0.00	\$0.00	\$0.00	
12/15/2019	\$0.00	\$0.00	\$0.00	
1/15/2020	\$0.00	\$0.00	\$0.00	
2/15/2020	\$0.00	\$0.00	\$0.00	
3/15/2020	\$0.00	\$0.00	\$0.00	
4/15/2020	\$0.00	\$0.00	\$0.00	
5/15/2020	\$0.00	\$0.00	\$0.00	
6/15/2020	\$0.00	\$0.00	\$0.00	
7/15/2020	\$0.00	\$0.00	\$0.00	
8/15/2020	\$0.00	\$0.00	\$0.00	
9/15/2020	\$12,260.53	\$9,663.91	\$2,596.62	
10/15/2020	\$0.00	\$0.00	\$0.00	
11/15/2020	\$0.00	\$0.00	\$0.00	
12/15/2020	\$0.00	\$0.00	\$0.00	
1/15/2021	\$0.00	\$0.00	\$0.00	
2/15/2021	\$0.00	\$0.00	\$0.00	
3/15/2021	\$0.00	\$0.00	\$0.00	
4/15/2021	\$0.00	\$0.00	\$0.00	
5/15/2021	\$0.00	\$0.00	\$0.00	
6/15/2021	\$0.00	\$0.00	\$0.00	
7/15/2021	\$0.00	\$0.00	\$0.00	
8/15/2021	\$0.00	\$0.00	\$0.00	
9/15/2021	\$12,260.53	\$9,998.11	\$2,262.41	
10/15/2021	\$0.00	\$0.00	\$0.00	
11/15/2021	\$0.00	\$0.00	\$0.00	
12/15/2021	\$0.00	\$0.00	\$0.00	
1/15/2022	\$0.00	\$0.00	\$0.00	
2/15/2022	\$0.00	\$0.00	\$0.00	
3/15/2022	\$0.00	\$0.00	\$0.00	
4/15/2022	\$0.00	\$0.00	\$0.00	
5/15/2022	\$0.00	\$0.00	\$0.00	

UBELFCAPS-MUNI-110117A

Financial Pacific Leasing, Inc., doing business as Umpqua Bank Equipment Leasing & Finance, is a subsidiary of Umpqua Bank.
Products offered by Financial Pacific Leasing, Inc., are not FDIC insured.

6/15/2022	\$0.00	\$0.00	\$0.00
7/15/2022	\$0.00	\$0.00	\$0.00
8/15/2022	\$0.00	\$0.00	\$0.00
9/15/2022	\$12,260.53	\$10,343.87	\$1,916.65
10/15/2022	\$0.00	\$0.00	\$0.00
11/15/2022	\$0.00	\$0.00	\$0.00
12/15/2022	\$0.00	\$0.00	\$0.00
1/15/2023	\$0.00	\$0.00	\$0.00
2/15/2023	\$0.00	\$0.00	\$0.00
3/15/2023	\$0.00	\$0.00	\$0.00
4/15/2023	\$0.00	\$0.00	\$0.00
5/15/2023	\$0.00	\$0.00	\$0.00
6/15/2023	\$0.00	\$0.00	\$0.00
7/15/2023	\$0.00	\$0.00	\$0.00
8/15/2023	\$0.00	\$0.00	\$0.00
9/15/2023	\$12,260.53	\$10,701.59	\$1,558.93
10/15/2023	\$0.00	\$0.00	\$0.00
11/15/2023	\$0.00	\$0.00	\$0.00
12/15/2023	\$0.00	\$0.00	\$0.00
1/15/2024	\$0.00	\$0.00	\$0.00
2/15/2024	\$0.00	\$0.00	\$0.00
3/15/2024	\$0.00	\$0.00	\$0.00
4/15/2024	\$0.00	\$0.00	\$0.00
5/15/2024	\$0.00	\$0.00	\$0.00
6/15/2024	\$0.00	\$0.00	\$0.00
7/15/2024	\$0.00	\$0.00	\$0.00
8/15/2024	\$0.00	\$0.00	\$0.00
9/15/2024	\$12,260.53	\$11,071.68	\$1,188.84
10/15/2024	\$0.00	\$0.00	\$0.00
11/15/2024	\$0.00	\$0.00	\$0.00
12/15/2024	\$0.00	\$0.00	\$0.00
1/15/2025	\$0.00	\$0.00	\$0.00
2/15/2025	\$0.00	\$0.00	\$0.00
3/15/2025	\$0.00	\$0.00	\$0.00
4/15/2025	\$0.00	\$0.00	\$0.00
5/15/2025	\$0.00	\$0.00	\$0.00
6/15/2025	\$0.00	\$0.00	\$0.00
7/15/2025	\$0.00	\$0.00	\$0.00
8/15/2025	\$0.00	\$0.00	\$0.00
9/15/2025	\$12,260.53	\$11,454.57	\$805.96
10/15/2025	\$0.00	\$0.00	\$0.00
11/15/2025	\$0.00	\$0.00	\$0.00

UBELFCAPS-MUNI-110117A

Financial Pacific Leasing, Inc., doing business as Umpqua Bank Equipment Leasing & Finance, is a subsidiary of Umpqua Bank.
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12/15/2025	\$0.00	\$0.00	\$0.00	
1/15/2026	\$0.00	\$0.00	\$0.00	
2/15/2026	\$0.00	\$0.00	\$0.00	
3/15/2026	\$0.00	\$0.00	\$0.00	
4/15/2026	\$0.00	\$0.00	\$0.00	
5/15/2026	\$0.00	\$0.00	\$0.00	
6/15/2026	\$0.00	\$0.00	\$0.00	
7/15/2026	\$0.00	\$0.00	\$0.00	
8/15/2026	\$0.00	\$0.00	\$0.00	
9/15/2026	\$12,260.53	\$11,850.70	\$409.83	\$1.00

UBELFCAPS-MUNI-110117A

Financial Pacific Leasing, Inc., doing business as Umpqua Bank Equipment Leasing & Finance, is a subsidiary of Umpqua Bank.
Products offered by Financial Pacific Leasing, Inc., are not FDIC insured.

Umpqua Bank Equipment Leasing & Finance
Tally of Payment Schedule for Utility Trucks
2/25/2021

Date	Total Paymt	Principal	Interest
Paid to date			
9/15/2020	12,260.53	9,663.91	2,596.62
Remaining Payments			
9/15/2021	12,260.53	9,998.11	2,262.41
9/15/2022	12,260.53	10,343.87	1,916.65
9/15/2023	12,260.53	10,701.59	1,558.93
9/15/2024	12,260.53	11,071.68	1,188.84
9/15/2025	12,260.53	11,454.57	805.96
9/15/2026	12,260.53	11,850.70	409.83
Total Remaining	73,563.18	65,420.52	8,142.62
Paymts			



Agenda Transmittal

DATE: March 9, 2021

FROM: Jill Ritzman, General Manager

AGENDA ITEM #3: **ARC ALTERNATIVES AGREEMENT FOR ASSISTANCE WITH IMPLEMENTING SOLAR PROJECT FOR THE CAMERON PARK COMMUNITY SERVICES DISTRICT; TOTAL AGREEMENT COSTS \$59,710**

RECOMMENDED ACTION: Discuss Agreement and required Budget Adjustment of \$36,000 in Fiscal Year 2020-2021 to Fund Agreement

Staff is recommending an agreement between ARC Alternatives and Cameron Park Community Services District (District) for assistance with implementing the Solar Project at the Community Center and Fire Station 89. Total costs are \$59,710. Specific consultation services include:

- Management of the design review process,
- Engineering review of system design submittals,
- Oversight of technical issues during the construction period,
- Verification of system performance and energy savings,
- Assistance with project close-out.

ARC Alternatives estimates that due to the project construction timeline for this summer, agreement expenditures will total \$36,000 in the current Fiscal Year and the remaining balance of \$23,710 spent in Fiscal Year 2021-2022. Due to significant budget reductions in the current fiscal year to address loss of revenues related to COVID, staff are unable to identify a funding source in the General Fund, other than the District's Fund Balance. For Fiscal Year 2021-2022, staff will include ARC agreement costs in the budget development process.

The ARC Alternatives agreement will be a one-time cost to ensure successful construction and implementation of the District's solar project. Staff is interested in discussing funding options with the Committee. If the Budget and Administration Committee concurs, forwarding to the Board of Directors for consideration. Staff will also be proceeding to the Board for approval of a Resolution to authorize the General Manager to sign documents and permits related to the construction of the solar project.

Attachment

3A. ARC Alternatives Scope of Services and Cost



February 24, 2021

Jill Ritzman
General Manager
Cameron Park Community Services District
2502 Country Club Dr
Cameron Park, CA 95682

Dear Jill:

Thank you for the opportunity to submit this proposal for assistance with the implementation of the District's solar project. ARC Alternatives brings an unmatched combination of solar expertise, energy engineering experience, and program management capabilities to this engagement.

We are committed to efficiently and effectively using our resources, as well those of our clients. Our goal is to help build robust energy solutions focused on achieving cost effective lasting energy savings.

This proposal includes the following services:

- Management of the design review process
- Engineering review of system design submittals
- Oversight of technical issues during the construction period
- Verification of system performance and energy savings
- Assistance with project close-out

Background

The District has finalized contract negotiations to install approximately 252 kW of solar power at the Community Center and Fire Station 89. The District is utilizing a Power Purchase Agreement (PPA) for the project that is modeled on successful solar projects at other Cities. The District needs assistance with the technical aspects of the project to ensure it is delivered in compliance with local, State, and Federal codes; industry best practices; and contract specifications. Key personnel from ARC Alternatives have direct experience supporting solar projects at other Districts and public agencies, as well as earlier phases of this project, and are uniquely positioned to provide the technical and engineering expertise required to ensure the project's success.

Approach

ARC Alternatives proposes the following tasks to support the District's solar project. Our proposal assumes close-out for the project is wrapped up in the fourth quarter of 2021. The staffing approach includes ARC resources that are currently working on the District's solar project.

The task descriptions below provide an overview of our approach, with more detail provided in the attached scope table.

Task 1 – Design Review

The design phase is key to the ultimate success of a solar project. In this phase, final layouts will be determined, system sizing will be finalized, all elements of the proposed systems will be developed in detail, and documentation will be finalized for District approval. The design process defined in the PPA or design build contract identifies several phases of design submittal, review and approval. Solar provider submittals will cover the full scope and functionality of the proposed systems, including module and inverter manufacturers, mounting and racking details, structural and foundation designs, electrical designs, proposed monitoring systems, testing and commissioning plans, and approaches to training District personnel.

Our team will leverage in-house professional engineering resources, consisting of staff from both ARC Alternatives and subcontractors, to review the full scope of the project and ensure the District's interests are comprehensively represented throughout the project. We will document all comments on solar provider submittals, track their status, and provide recommendations to the District on whether to approve them.

We anticipate regular project meetings during the design phase of the project and we will attend them remotely, and in-person for the anticipated "page turn" at the conclusion of each design phase.

Task 2 – Construction Support Services

While we are not proposing to provide construction management services, there will be a need to provide technical oversight both before and during construction. We will work together with District staff in the coordination of the construction effort. In addition, there are several points during system construction at which specific solar engineering knowledge is necessary to ensure a quality build. We will provide resources in the field at critical milestones to review the solar provider's work, our budget includes in person site visits to accomplish this task.

Our engineering efforts during the construction process will cover all elements of the project but focus on the build quality and electrical elements of the solar systems, including:

- Equipment placement and finishes
- DC wire management
- Conduit and trenching
- Grounding
- Proper fuse sizing
- DC connections, particularly in combiner boxes
- Ancillary systems such as fencing, lighting, and security

We will provide reports documenting conditions in the field, technical issues, and their proposed resolution.

Task 3 – Commissioning and Performance Testing

The system specifications that are distributed with the RFP are typically incorporated into the final contract define a robust testing program to assure the system being installed is working properly and will continue to do so into the future. ARC Alternatives will provide oversight during system testing, beginning in the design phase when the contractor is required to submit their test plans. We will review and provide input to their test plans prior to District approval, as well as after the tests have been performed. These plans will serve as the set of detailed requirements for the multiple phases of testing and commissioning to be done in the lead up to system energization and utility issuance of Permission to Operate (PTO).

We will also consider system performance over a 30-day “proving period” at each site to capture intermittent failures as well as the effects of weather on system performance. In addition, ARC Alternatives will analyze system performance data collected over a longer period of time to assess whether systems are performing as expected - this will also help the District to manage any Performance Guarantees with their selected contractor.

Task 4 – Project Close Out and On Call Solar Engineering Services

We recognize that unanticipated issues may arise over the course of the solar project and we recommend the District establish a modest budget to use for additional support, as needed. Once the systems are constructed, the contractor will provide several pieces of documentation related to the project for the District’s records. The contractor is also responsible for providing system training and related training manuals and material. ARC Alternatives will work with the selected solar vendor to obtain and review all contractually required closeout documentation and provide the District with recommendations for approval.

Project Team

Russell Driver will continue to act as the Principal in Charge and engagement manager for the effort. Niko Kalinic will be the Project Lead and day-to-day point of contact for the District. Additional ARC resources identified below will also be used.

Statement of Qualifications

Mr. Russell Driver, Principal and Co-Founder of ARC Alternatives, will be the Principal-In-Charge and overall project manager for this engagement, and will have primary responsibility for continuity with the client. Mr. Driver has over 20 years of experience managing large-scale technology programs in complex institutional settings. Mr. Driver specializes in the development and implementation of solar programs in the public sector, with an emphasis on procurement and construction support. Mr. Driver is currently leading solar projects at the City of West Sacramento, the City of Antioch, the City of Red Bluff, Kern County, and several school Districts in California. In the last three years, Mr. Driver's solar consulting efforts represent over 70 MW of generating capacity at over 350 sites. Mr. Driver's expertise includes solar technology, utility rate analysis, energy economics, public sector procurement, design-build contracting, system design review, construction oversight, project management, and data management. Mr. Driver has a Bachelor of Arts from Stanford University and a Master's Degree from UCLA. He is an active volunteer in the community and was recently a member of the Contra Costa Transportation Authority's Citizens Advisory Committee. He previously chaired the Town of Moraga Planning Commission and Climate Action Plan Task Force.

Niko Kalinic, Senior Program Manager, will be the main project lead. Mr. Kalinic provides a unique combination of technical and programmatic support with a proven ability to successfully lead projects from feasibility through implementation. With extensive experience designing, implementing, and managing complex energy programs with public sector clients and a strong background in energy engineering and project management, he excels at communicating effectively across multidisciplinary teams while keeping stakeholders informed and involved. Mr. Kalinic has successfully supported over 50MW of solar projects for California K-12 public school Districts and local governments. In the past year alone, Mr. Kalinic has been the Program Manager for over 12MW of solar projects for California K-12 public school Districts. Mr. Kalinic holds a Bachelor of Science in Mechanical Engineering and Master of Science in Civil Engineering, Building Systems, from the University of Colorado, Boulder.

Kim Courtney, Senior Project Manager, will provide project coordination. Ms. Courtney currently provides project management support to local governments and K-12 school clients in California, including the development of project plans, submittal tracking and review, management of expenditure plans and budgets, and development other client-facing reports. Ms. Courtney previously worked as a project manager for EDAW/AECOM Inc., Kimley-Horn and

Associates, and the Metropolitan Transportation Commission. She holds a Master's Degree from University of Illinois and a BA from University of Utah.

Christine Clinton, Project Manager, provides programmatic support for the University of California/ California State University/ Utility Energy Efficiency Partnership (UC/CSU/Utility Partnership) and for solar implementation projects. Ms. Clinton plays a key role in the project management, evaluation and monitoring of projects being implemented by ARC clients, with an emphasis on project tracking and reporting. Through her work, she supports effective plans, processes, and procedures, managing public and internal facing program websites, and updating relevant program timelines and process flows, amongst other tasks. Ms. Clinton also coordinates various teams and facilitates meetings and communications amongst various stakeholders across the state of California.

Justification for Third-Party Oversight

In our experience it is critical to have a third-party reviewing the Contractor's work. Reasons include:

- The most important functional aspects of solar and storage systems are typically not reviewed in detail by permitting agencies. ARC Alternatives (with a licensed electrical engineering subcontractor) will review the AC and DC electrical components of the system, as well as the operational and functional aspects of the system. These include the monitoring system proposed, the training program (including District staff responsibilities), expected system output, and associated guarantees. Without this oversight, the District runs the risk of these system elements having no rigorous review and no guarantee that they are meeting or exceeding contract requirements and industry standards.
- ARC Alternatives will also be reviewing designs and in-field construction activities to ensure build-quality meets the highest standards. The District's inspector of record will ensure typical elements of any construction project, such as concrete pouring/curing, have sufficient oversight. ARC Alternatives, with our track record of assisting clients install over 41 MW of solar, will examine the solar-specific elements of the project such as wire management, inverter placement, system monitoring, and ancillary systems are meeting District requirements. Not all of these will be adequately covered in the drawing set, so it is critical for a party with deep solar experience to represent the District on these issues throughout the process.
- In each of the projects we helped deliver, ARC has provided oversight of the testing and commissioning process. This role does not involve independent third-party commissioning. The Contractor is responsible for this function and this is appropriate as they are also responsible for the long-term functioning of the system through the PPA and associated

performance guarantee. However, we have found it to be incredibly valuable to make it clear that a knowledgeable third-party will be providing oversight of the testing. The role we are proposing begins with review of the testing and commissioning plan during the design review phase. This ensures the testing procedures are documented, comprehensive, and agreed to well in advance of the testing phase. That positions us, acting on behalf of the District, to ensure the Contractor is following the agreed-upon procedures and documents the results of the testing. Without this oversight, Contractors can sometimes be less than formal with the testing and commissioning program and may not supply the documentation of completed and passed tests that they should. Even though the Contractor is responsible for ongoing performance of the system, investing in this phase of the project will ensure a quality build, which is the best strategy for the long-term performance of the system. While most contractors have the best of intentions, they sometimes have resource and budget issues and have to prioritize one project over another. By making it clear that their work will be overseen by an experienced third-party, the District effectively manages the risk that their project will end up at the bottom of the Contractor's priority list.

Detailed Scope and Cost Estimate

Our estimate for the number of hours, billing rates, and cost for accomplishing this scope of work is presented in the tables below. The estimate includes all resources need to perform the work, including Electrical Engineering support during the design review and construction phases of the work. ARC Alternatives can begin the work upon receiving Notice to Proceed (NTP) from the District. Our activities will be driven by Brighton's schedule and we will work to ensure the District, its consultants, and representatives do not impact the project schedule during the project.

Proposed Scope and Cost Estimate

Task	Hours	Cost
1. Design Review		
a. Manage process & facilitate meetings	80	\$ 15,150
b. Design development package review	26	\$ 4,944
c. Construction documents review	19	\$ 3,513
d. Document findings	21	\$ 4,053
Task 1 Labor Subtotal	146	\$ 27,660
2. Technical Oversight During Construction		
a. Review and management of technical issues	27	\$ 5,255
b. Perform site inspections & document findings	37	\$ 7,215
c. Review scope issues, changes and substitutions	20	\$ 3,916
d. Site coordination	17	\$ 3,375
Task 2 Labor Subtotal	101	\$ 19,761
3. System Testing and Performance Management		
c. Review test reports	8	\$ 1,456
d. System production assessment report	24	\$ 4,324
Task 3 Labor Subtotal	32	\$ 5,780
4. Project Close Out and On Call Engineering		
Task 4 Labor Subtotal	27	\$ 5,087
Total - Labor	306	\$ 58,288
Direct Expenses (travel, 8 trips)*		\$ 1,422
Grand Total	306	\$ 59,710

* Client will be billed for Direct Expenses without markup

ARC Alternatives Billing Rates

Classification	\$/hour
Principal	\$215
Senior Program Manager	\$195
Senior Engineer/ Program Manager	\$189
Engineer/Senior Project Manager	\$169
Associate Engineer/Project Manager	\$145
Project Coordinator	\$115

Our cost estimate includes the entire scope described above and is built-up using our standard rates. We propose to be reimbursed on a time-and-materials basis with direct expenses passed through without markup.

These estimates are based on similar work done previously for other clients and can be modified based on District input. Please let us know if the scope needs adjustment to better meet your needs.

Please do not hesitate to reach out to me at 415-420-5727 or russell@arc-alternatives.com with any questions or clarifications regarding our proposal, and we look forward to the opportunity to continue supporting the Cameron Park Community Services District!

Sincerely,

A handwritten signature in blue ink that reads "Russell Driver". The signature is fluid and cursive, with the first name "Russell" and the last name "Driver" clearly legible.

Russell Driver,
Principal, ARC Alternatives



Agenda Transmittal

DATE: March 9, 2021

FROM: Mike Grassle

AGENDA ITEM #4: POOL VACUUM PURCHASE

RECOMMENDED ACTION: Review; information item

“Wally,” the vacuum for the Community Pool is broken and not operational. Repair costs are estimated at \$2,500. The Browning Reserve Study recommended replacing Wally in Fiscal Year 2018-2019. A new Wally is \$5,000.

A car port for the Parks Shop totaling \$5,000 was included in the Facilities and Parks Capital Asset Reserve Fund, Fund 80. Staff is recommending that the carport funding be re-directed to Wally. Due to the removal of Swimming Lagoon mechanisms from the Parks yard, it is not a good time to install a new car port.

With the creation of the Capital Asset Reserve Fund and funding from the Community Center settlement agreements, staff is reviewing the Browning Reserve Study and will be making recommendations for replacement of aged equipment and major maintenance project for facilities in the upcoming budget.

Cameron Park Monthly Performance Standards

Month January

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	461
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		0
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		38
Special removal(batteries, bulky, oil)		87
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	
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	
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		
Litter Complaint		
Contractor shall on average correct 99.95% of customer complaints for litter attributive to contractor within 48 hours	Logged into Excel	
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 March

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	
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		
Litter Complaint		
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		
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 April

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	
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		
Litter Complaint		
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		
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 May

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	
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		
Litter Complaint		
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		
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 June

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	
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		
Litter Complaint		
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		
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 July

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		
Acquisition/mailling new programs/PI		
Customer Complaints	Logged into Excel	
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		
Litter Complaint		
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		
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 August

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	
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		
Litter Complaint		
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		
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 September**

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		
PI and Unlimited YW Calls		
Customer Complaints	Logged into Excel	
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		
Litter Complaint		
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		
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 October

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	
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		
Litter Complaint		
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		
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 November

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		
Reroute Call Volume		
Customer Complaints	Logged into Excel	
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		
Litter Complaint		
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		
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 December**

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		
Acquisition/mailling new programs		
Customer Complaints	Logged into Excel	
Contractor shall on average correct 99.95% of customer complaints for each operating year		
Total complaints for the year		
Litter Complaint		
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		
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	

Date	Customer Name	Account Number	Address	Complaint	Resolution
------	---------------	----------------	---------	-----------	------------

January None

Date	Customer Name	Account Number	Address	Compliment
1.5.2021	SULLIVAN, BRIAN	6066007	3835 CAMBRIDGE RD	CUST CALLED IN TO THANK HIS DRIVER. HE SAID HE GOT HIS CART OUT LATE AND THE DRIVER CAME AND SERVICED IT ON HIS WAY BACK THROUGH.



DO NOT put these items in your yard waste cart:



No Household Garbage



No Processed or Treated Wood



No Animal Waste



No Landscaping Bark

OTHER: _____



GRASS CLIPPINGS
no more than 60 lbs.



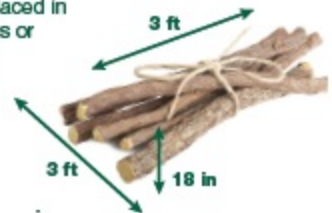
LEAVES & PINE NEEDLES



BRANCHES & TREE TRIMMINGS
no longer than 3 feet, no more than 3 inches diameter.



EXTRAS should be placed in compostable paper bags or bundles no larger than 3 foot by 3 foot by 18 inches tall, tied with some type of rope or twine.



Contact customer service to schedule an extra pick up.



El Dorado Disposal
A Waste Connections Company

530.626.4141

ElDoradoDisposal.com

Download our App!



*Cameron Park
Community Services District*



Agenda Transmittal

DATE: March 9, 2021

FROM: Vicky Neibauer

AGENDA ITEM #6A: ADMINISTRATION DEPARTMENT REPORT

RECOMMENDED ACTION: Receive and File

The Administration and Finance Department

The following is a list of Department's current activities and the Department's focus in the next month.

Audit – Fiscal Year 2019-20

Necessary Analytics, other analysis and documentation has been completed and is now in the hands of the Auditor. In the next two weeks, the auditor will complete his audit 'field work'. During his 'field work' there will be interactions between staff and the Auditor to address the Auditor's requirements including documentation regarding costs incurred, revenue earned and other questions and analysis. The Auditor estimates that a draft audit report will be available for review within 4 to 6 weeks from the finish of his 'field work'.

Budget – Fiscal Year 2021-22

The 2021-22 Fiscal Year budget cycle is in full swing. Staff are busy reviewing Department budget submittals with Department Managers, making sure the various budget submittals are in agreement with each other and adhere to budgeting best practices and District priorities. Staff will present a preliminary budget for the General Fund, CC&R, and LLADs to the Budget and Administration Committee at their April meeting.

Monthly Department Financial Reporting

Staff has developed a process and reports for a monthly financial status review and feedback loop. This loop includes the Department Manager's review and report back with information identifying the cause of large variances, and questions regarding proper account coding and sources of costs and revenues and needed research. This process helps with more accurate financial reporting and early identification of large variances, errors in revenue and expenditure coding and any needed research. This timely 'review and feedback loop' gives the District more information and flexibility to respond as early as possible to any program/financial issues that may be identified.

Project Accounting Program

Staff is working to determine the feasibility of a Project Accounting Program to more discreetly identify project costs and funding sources particularly projects that cross years, have multiple stages and more than one funding source. Project Accounting will also facilitate grant funded project accounting and any required audits which are often a part of the grant agreements.

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 2/1/2021 Through 2/28/2021

Vendor Name	Description	Check Amount	Check Date	Check #
	Payroll GL 02-05-21 PP03	33,391.26	2/5/2021	Payroll GL 02-05-21
	Payroll GL 02-05-21 PP03 minus Covid ee tax creds	197.36	2/5/2021	
		<hr/>		
		33,588.62	2/5/2021	Total Payroll GL 02-05-21
	Payroll GL PP04 02/19/21	35,778.75	2/19/2021	Payroll GL 02/19/21
		<hr/>		
		35,778.75	2/19/2021	Total Payroll GL 02/19/21
Abila	Accounting Software - March 2021	795.30	2/11/2021	33461
		<hr/>		
		795.30	2/11/2021	Total 33461
Acer Landscape Materials, Inc	Road gravel/extra parking stall @ Lake Maint shop Jan. 2021	554.48	2/18/2021	33493
		<hr/>		
		554.48	2/18/2021	Total 33493
Airespring Inc.	Internet Broadbands Com Cntr/Lake Feb 2021	567.19	2/4/2021	33424
		<hr/>		
		567.19	2/4/2021	Total 33424
Airgas National Carbonation	CO2 fill, Pool 01/20/21	307.38	2/4/2021	33425
		<hr/>		
		307.38	2/4/2021	Total 33425
Airgas National Carbonation	CO2 fill, Pool 01/28/21	311.26	2/11/2021	33462
		<hr/>		
		311.26	2/11/2021	Total 33462
Airgas National Carbonation	CO2 fill, Pool 02/03/21	225.35	2/18/2021	33494
		<hr/>		
		225.35	2/18/2021	Total 33494
Airgas National Carbonation	CO2 fill, pool 02/12/21	287.52	2/25/2021	33525
		<hr/>		
		287.52	2/25/2021	Total 33525
Airgas National Carbonation	CO2 tank rental , Pool 01/31/21	82.25	2/18/2021	33494
		<hr/>		
		82.25	2/18/2021	Total 33494

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 2/1/2021 Through 2/28/2021

Vendor Name	Description	Check Amount	Check Date	Check #
Alhambra	Wtr delv. 01/25 & 02/08/21 & Cooler rental	49.40	2/18/2021	33495
		49.40	2/18/2021	Total 33495
Allstar Fire Equipment, Inc.	FD Hand Tools 02/05/21	314.56	2/25/2021	33526
		314.56	2/25/2021	Total 33526
American Construction Source LLC	FD Training, Lumber (J. Loveless) 01/11/21	9,741.09	2/4/2021	33451
		9,741.09	2/4/2021	Total 33451
Angius & Terry LLP	CC&R Legal Srvc 01/26/21	481.46	2/25/2021	33527
Angius & Terry LLP	CC&R Legal srvc 11/24/20	987.00	2/25/2021	
		1,468.46	2/25/2021	Total 33527
Applied Landscape Materials, Inc.	LLAD Landscape bark 02/23/21	4,985.26	2/25/2021	33528
		4,985.26	2/25/2021	Total 33528
ARC Alternatives	Solar Consulting January 2021	4,616.00	2/25/2021	33529
		4,616.00	2/25/2021	Total 33529
AT&T Calnet 3	FD89 Fax line Jpa/Fire splits 01/10-02/09/21	23.92	2/18/2021	33496
		23.92	2/18/2021	Total 33496
AT&T Calnet 3	FD89 Phone lines JPA/Fire splits 12/24/20-01/23/21	161.04	2/4/2021	33426
		161.04	2/4/2021	Total 33426
Big O Tires #100	New tires/old parks trailer 02/09/21	350.75	2/18/2021	33497
		350.75	2/18/2021	Total 33497
Brent H. Ives	Strategic Planning Prep - Consultant January 2021	3,600.00	2/4/2021	33444
		3,600.00	2/4/2021	Total 33444

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 2/1/2021 Through 2/28/2021

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
California Overhead Door, Inc.	FD89 Bay Door Remotes 02/15/21	235.00	2/25/2021	33530
		235.00	2/25/2021	Total 33530
California Public Employee's Retirement System	CalPERS Health Pymt February 2021	20,394.03	2/4/2021	1001764858
		20,394.03	2/4/2021	Total 1001764858
California Public Employee's Retirement System	PP03 02-05-21 CalPERS Retirement - Classic	865.57	2/5/2021	1001775579
		865.57	2/5/2021	Total 1001775579
California Public Employee's Retirement System	PP03 02-05-21 CalPERS Retirement - Pepra	3,905.89	2/5/2021	1001775581
		3,905.89	2/5/2021	Total 1001775581
California Public Employee's Retirement System	PP04 02-19-21 CalPERS Retirement - Classic	865.57	2/19/2021	1001785940
		865.57	2/19/2021	Total 1001785940
California Public Employee's Retirement System	PP04 02-19-21 CalPERS Retirement - Pepra	3,839.21	2/19/2021	1001785944
		3,839.21	2/19/2021	Total 1001785944
Callander Associates Landscape Architecture	CP Lakes Splash Pad Design thru 01/31/21	13,037.69	2/18/2021	33498
		13,037.69	2/18/2021	Total 33498
CalPERS 457 Plan	PP03 02-05-21 CalPERS 457 Plan	200.00	2/5/2021	1001775577
		200.00	2/5/2021	Total 1001775577

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 2/1/2021 Through 2/28/2021

Vendor Name	Description	Check Amount	Check Date	Check #
CalPERS 457 Plan	PP04 02-19-21 CalPERS 457 Plan	200.00	2/19/2021	1001785936
		200.00	2/19/2021	Total 1001785936
Capital Private Patrol	Parks Patrol Srvcs January 2021	1,078.44	2/18/2021	33499
		1,078.44	2/18/2021	Total 33499
CardConnect	Bolt CC device rentals Jan 2021	50.00	2/4/2021	33427
		50.00	2/4/2021	Total 33427
Churchill's Hardware, Inc.	Parks/Lake hardware, etc. 01/04-01/26/21	255.08	2/11/2021	33463
		255.08	2/11/2021	Total 33463
Cintas Corporation #622	CC Janitorial Supplies 02/04/21	192.62	2/11/2021	33464
		192.62	2/11/2021	Total 33464
Cintas Corporation #622	CC Janitorial Supplies 2/11/21	324.67	2/18/2021	33500
Cintas Corporation #622	Janitorial Supplies 02/18/21	398.98	2/18/2021	
		723.65	2/18/2021	Total 33500
Comcast	FD 88 Internet 02/14-03/13/21	87.95	2/18/2021	33502
		87.95	2/18/2021	Total 33502
Comcast	FD89 Internet JPA/Fire Split 02/11-03/10/21	154.69	2/18/2021	33501
		154.69	2/18/2021	Total 33501
De Lage Landen Financial Services, Inc.	CC Copier Lease 01/15-02/14/21 #988441	235.95	2/4/2021	33429
		235.95	2/4/2021	Total 33429
De Lage Landen Financial Services, Inc.	CC Copier Lease 02/15-03/14/21 #988441	235.95	2/25/2021	33531

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 2/1/2021 Through 2/28/2021

Vendor Name	Description	Check Amount	Check Date	Check #
		235.95	2/25/2021	Total 33531
De Lage Landen Financial Services, Inc.	FD88 Copier Lease 01/15-02/14/21	87.97	2/4/2021	33428
		87.97	2/4/2021	Total 33428
De Lage Landen Financial Services, Inc.	FD89 Copier Lease Feb 2021	176.96	2/4/2021	33430
		176.96	2/4/2021	Total 33430
Delta Dental of California	Dental - March 2021	1,226.10	2/18/2021	33503
		1,226.10	2/18/2021	Total 33503
Department of Industrial Relations	OSHA Penalty Pymt #20 Due 02/21/21	485.00	2/4/2021	33431
		485.00	2/4/2021	Total 33431
Dept. of Forestry & Fire Protection	2nd Qtr FY 2020/2021 CALFIRE #27750	618,701.73	2/18/2021	33504
		618,701.73	2/18/2021	Total 33504
Dept. of Forestry & Fire Protection	2nd Qtr FY 2020/2021 CALFIRE #27753	254,881.83	2/18/2021	33505
		254,881.83	2/18/2021	Total 33505
El Dorado Irrigation District	Bar J 15a Wtr/Lndscp 11/21/20-01/25/21	306.44	2/11/2021	33471
		306.44	2/11/2021	Total 33471
El Dorado Irrigation District	Bar J B Wtr 11/24/20-01/26/21	365.18	2/11/2021	33472
		365.18	2/11/2021	Total 33472
El Dorado Irrigation District	C McAuliffe Wtr 11/24/20-01/26/21	285.66	2/11/2021	33470
		285.66	2/11/2021	Total 33470

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 2/1/2021 Through 2/28/2021

Vendor Name	Description	Check Amount	Check Date	Check #
El Dorado Irrigation District	Cam Val Wtr/Lndscp 11/17/20-01/21/21	178.01	2/4/2021	33432
		178.01	2/4/2021	Total 33432
El Dorado Irrigation District	CC Bldg Wtr/Swr 11/24/20-01/29/21	790.79	2/11/2021	33476
		790.79	2/11/2021	Total 33476
El Dorado Irrigation District	CC Pool/Grounds Wtr/Swr/RW 11/20/20-01/29/21	481.06	2/11/2021	33477
		481.06	2/11/2021	Total 33477
El Dorado Irrigation District	Chardi, Wtr/Lndscp 11/19/20-01/22/21	89.69	2/11/2021	33475
		89.69	2/11/2021	Total 33475
El Dorado Irrigation District	CP Lake Wtr/Swr 11/21/20-01/29/21	1,974.70	2/11/2021	33474
		1,974.70	2/11/2021	Total 33474
El Dorado Irrigation District	D. West Wtr 11/25/20-01/22/21	202.39	2/11/2021	33473
		202.39	2/11/2021	Total 33473
El Dorado Irrigation District	Dog park Wtr 11/19/20-01/22/21	87.17	2/11/2021	33468
		87.17	2/11/2021	Total 33468
El Dorado Irrigation District	Eastwood (Lot A) 1 Wtr 11/17/20-01/19/21	103.31	2/4/2021	33434
		103.31	2/4/2021	Total 33434
El Dorado Irrigation District	Eastwood (Lot A) 2 Wtr/Lndscp 11/17/20-01/19/21	70.49	2/4/2021	33435
		70.49	2/4/2021	Total 33435
El Dorado Irrigation District	Eastwood (Veld) Wtr 11/14/20-01/20/21	88.17	2/4/2021	33433
		88.17	2/4/2021	Total 33433

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 2/1/2021 Through 2/28/2021

Vendor Name	Description	Check Amount	Check Date	Check #
El Dorado Irrigation District	FD88 Wtr/Swr 11/21/20-01/29/21	303.95	2/11/2021	33467
		303.95	2/11/2021	Total 33467
El Dorado Irrigation District	FD89 Jpa/Fire splits Wtr/Swr 11/20/20-01/29/21	1,212.43	2/11/2021	33465
		1,212.43	2/11/2021	Total 33465
El Dorado Irrigation District	Northview Wtr 11/17/20-01/19/21	121.11	2/4/2021	33436
		121.11	2/4/2021	Total 33436
El Dorado Irrigation District	Rasm Park Wtr/Swr 11/24/20-01/29/21	232.80	2/11/2021	33469
		232.80	2/11/2021	Total 33469
El Dorado Irrigation District	Rasm RR's Wtr/Swr 11/24/20-01/29/21	179.86	2/11/2021	33466
		179.86	2/11/2021	Total 33466
El Dorado Press	Covid signs for Playgrounds, never used. 12/11/20	375.38	2/18/2021	33506
		375.38	2/18/2021	Total 33506
El Dorado Press	FD Drill Toner 02/01/21	172.88	2/4/2021	33437
		172.88	2/4/2021	Total 33437
El Dorado Press	Fishing Sponsor Logos 2/11/21	69.71	2/18/2021	33506
		69.71	2/18/2021	Total 33506
Ellamae J. Wooten	Dir Comp Mtgs Jan. 2021	200.00	2/11/2021	33492
		200.00	2/11/2021	Total 33492
Epperson Law Group, PC	Legal Srvcs, mtgs, calls, emails January 2021	1,854.00	2/11/2021	33478
		1,854.00	2/11/2021	Total 33478
Ewing Irrigation Products, Inc.	BarJB irrig supplies 01/25/21	231.83	2/4/2021	33438
		231.83	2/4/2021	Total 33438

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 2/1/2021 Through 2/28/2021

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
Ewing Irrigation Products, Inc.	EW Park Irrig supplies 02/04/21	79.75	2/18/2021	33507
		79.75	2/18/2021	Total 33507
Ewing Irrigation Products, Inc.	Irrig Supplies Eastwood Park 02/09/21	180.15	2/25/2021	33532
Ewing Irrigation Products, Inc.	Irrig. Supplies Rasm Park 02/15/21	117.83	2/25/2021	
Ewing Irrigation Products, Inc.	LLAD's Herbicide 02/17/21	569.03	2/25/2021	
		867.01	2/25/2021	Total 33532
Ewing Irrigation Products, Inc.	Rasm Park Irrig.Supplies 02/05/21	154.60	2/18/2021	33507
		154.60	2/18/2021	Total 33507
Financial Pacific Leasing, Inc	Fire Truck Interest Pymt 2/12/21	1,065.28	2/25/2021	33533
		1,065.28	2/25/2021	Total 33533
Foothill Auto Service, Inc.	2018 Ford F250 oil change 01/28/21	157.07	2/25/2021	33534
		157.07	2/25/2021	Total 33534
Foothill Auto Service, Inc.	CC&R vehicle maint 02/01/21	444.29	2/4/2021	33440
		444.29	2/4/2021	Total 33440
Gold Country Equipment Center	Belt Pump Drive, Parks 01/21/21	60.04	2/4/2021	33441
		60.04	2/4/2021	Total 33441
Highlander Termite & Pest Control	CC Pest Control 02/09/21	75.00	2/18/2021	33508
		75.00	2/18/2021	Total 33508
Highlander Termite & Pest Control	FD89 Pest Control 02/14/21	75.00	2/18/2021	33509

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 2/1/2021 Through 2/28/2021

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		75.00	2/18/2021	Total 33509
Home Depot Credit Services	Parks/Lake misc supplies, hardware, etc. 12/28/20-01/26/21	914.48	2/11/2021	33480
		914.48	2/11/2021	Total 33480
Hunt & Sons	FD Fuel 01/29/21	1,116.30	2/4/2021	33443
		1,116.30	2/4/2021	Total 33443
Hunt & Sons	FD Fuel 02/12/21	1,003.25	2/18/2021	33510
		1,003.25	2/18/2021	Total 33510
Interwest Consulting Group, Inc.	FD Inspection 3025 Alhambra #145	108.63	2/18/2021	33511
Interwest Consulting Group, Inc.	FD Inspection 3025 Alhambra #150 02/08/21	108.62	2/18/2021	
		217.25	2/18/2021	Total 33511
Jesse Williams	Res FF Shifts 01/22,23,28,29,30	400.00	2/4/2021	33460
		400.00	2/4/2021	Total 33460
Jill Ritzman	Cell Allowance - Feb 2021	100.00	2/4/2021	33459
		100.00	2/4/2021	Total 33459
Joshua C. Marks	Janitorial Srvcs Ghosting & Cleaning Parks RR's Jan 2021	1,250.00	2/18/2021	33514
		1,250.00	2/18/2021	Total 33514
Josue Razo-Cruz	AHA Pediatric & Paramedic Lic Renewal, FAE/P Razo 02/13/21	430.00	2/18/2021	33518
		430.00	2/18/2021	Total 33518
Josue Razo-Cruz	DMV Physical - Reimb FD 02/22/21	115.00	2/25/2021	33540
		115.00	2/25/2021	Total 33540

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 2/1/2021 Through 2/28/2021

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
JS West Propane Gas	Propane Delv, Pool 01/26/21 (\$2.12 gal)	1,735.86	2/11/2021	33481
		1,735.86	2/11/2021	Total 33481
JS West Propane Gas	Propane fill CC Bldg 02/09/21 (\$2.12 gal)	708.72	2/25/2021	33536
		708.72	2/25/2021	Total 33536
JS West Propane Gas	Propane fill, CC Bldg 01/09/21 (\$2.06 pg)	238.96	2/4/2021	33446
		238.96	2/4/2021	Total 33446
JS West Propane Gas	Propane fill, pool 01/06/21 (\$1.97 gal)	3,264.09	2/11/2021	33481
		3,264.09	2/11/2021	Total 33481
JS West Propane Gas	Propane fill, Pool 01/09/21 (\$2.06 pg)	1,637.29	2/4/2021	33445
		1,637.29	2/4/2021	Total 33445
JS West Propane Gas	Propane fill, Pool 01/14/21 (\$2.09 pg)	2,929.97	2/4/2021	33447
		2,929.97	2/4/2021	Total 33447
JS West Propane Gas	Propane fill, Pool 01/20/21 (\$2.12 gal)	2,545.70	2/11/2021	33481
		2,545.70	2/11/2021	Total 33481
JS West Propane Gas	Propane fill, Pool 01/28/21 (\$2.12 gal)	2,804.97	2/18/2021	33513
		2,804.97	2/18/2021	Total 33513
JS West Propane Gas	Propane fill, Pool 02/03/21 (\$2.12 gal)	2,577.71	2/25/2021	33536
JS West Propane Gas	Propane fill, Pool 02/09/21 (\$2.12 gal)	2,427.61	2/25/2021	
		5,005.32	2/25/2021	Total 33536
Larry McBride	In Lieu Med Bens - Retired - Feb 2021	600.00	2/4/2021	33450

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<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		600.00	2/4/2021	Total 33450
Lincoln Aquatics	Pool Chlorine 1/27/21	833.69	2/11/2021	33482
		833.69	2/11/2021	Total 33482
Line X of Placerville	Parks, Lock & Receiver 01/25/21	136.37	2/4/2021	33449
		136.37	2/4/2021	Total 33449
Melissa O'Meara Simpkin	CC&R Polo shirts 1/28/21	117.98	2/11/2021	33485
Melissa O'Meara Simpkin	Lifeguard Sweatshirts 1/28/21	339.48	2/11/2021	
		457.46	2/11/2021	Total 33485
Michael Grassle	Cell Allowance - Feb 2021	100.00	2/4/2021	33442
		100.00	2/4/2021	Total 33442
MyFleetCenter.com	FD U289 Battery 02/11/21	126.41	2/18/2021	33512
MyFleetCenter.com	FD U289 Veh. Maint (L.O.F.) 02/11/21	54.80	2/18/2021	
MyFleetCenter.com	FD U89 Veh. Maont (L.O.F) 02/11/21	54.80	2/18/2021	
		236.01	2/18/2021	Total 33512
National Aquatic Services, Inc	Pool Heater review/repair partial 02/15/21	1,119.54	2/18/2021	33515
		1,119.54	2/18/2021	Total 33515
Pathian Administrators	Vision Benefits - March 2021 FY 20/21	145.32	2/18/2021	33516
		145.32	2/18/2021	Total 33516
Paychex	Paychex Payroll Fees for 02-05-21	229.30	2/5/2021	2021020101
		229.30	2/5/2021	Total 2021020101
Paychex	Paychex Payroll Fees for 02-19-21	232.45	2/19/2021	2021021601
		232.45	2/19/2021	Total 2021021601

Cameron Park Community Services District
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Vendor Name	Description	Check Amount	Check Date	Check #
PG&E	CC Elec. 01/20-02/18/21 w/ LP#4	4,985.99	2/25/2021	33539
		4,985.99	2/25/2021	Total 33539
PG&E	CP Lake, Lagoon, New Crn Elec. 12/24/20-01/25/21	992.22	2/4/2021	33453
		992.22	2/4/2021	Total 33453
PG&E	Elec. 11 lamps 01/15-02/16/21	161.36	2/25/2021	33538
		161.36	2/25/2021	Total 33538
PG&E	Elec. 12/24/20-01/25/21 LLADs	11,442.86	2/4/2021	33452
		11,442.86	2/4/2021	Total 33452
PG&E	Elec. 8 lamps 01/15-02/16/21	117.35	2/25/2021	33537
		117.35	2/25/2021	Total 33537
PG&E	FD's JPA/Fire splits & Caro Ln Elec. 12/24/20-01/25/21	1,298.05	2/4/2021	33454
		1,298.05	2/4/2021	Total 33454
PlayPower LT Farmington, Inc	Parks Playgrd Equip. Rasm 01/18/21	2,011.24	2/4/2021	33455
		2,011.24	2/4/2021	Total 33455
ProPet Distributors, Inc.	Parks Doggie waste bags 01/12/21	1,552.00	2/4/2021	33456
		1,552.00	2/4/2021	Total 33456
Public Employee's Union Local 1	Union Dues for Payroll 02-19-21	85.87	2/18/2021	33517
		85.87	2/18/2021	Total 33517
Public Employee's Union Local 1	Union Dues for Payroll 02/05/21	102.04	2/4/2021	33457
		102.04	2/4/2021	Total 33457
R.J. Ricciardi, Inc CPA's	CPA Audit Prep FY 19/20 Pymt #1 January 2021	2,425.00	2/4/2021	33458

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<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		2,425.00	2/4/2021	Total 33458
Riebes Auto Parts	Eastwood Vehicle parts 02/16/21	64.32	2/18/2021	33519
		64.32	2/18/2021	Total 33519
Riebes Auto Parts	Parks Jack/Caster 02/05/21	83.63	2/11/2021	33484
		83.63	2/11/2021	Total 33484
Riebes Auto Parts	Parks shop towles, brake cleaner, etc. 02/09/21	69.21	2/18/2021	33519
		69.21	2/18/2021	Total 33519
Riebes Auto Parts	Parks, trailer brake lights 01/29/20	137.26	2/11/2021	33484
		137.26	2/11/2021	Total 33484
Sandra Fisher	Hall Deposit HH Credit - Refund due to Covid May 2020	40.00	2/4/2021	33439
		40.00	2/4/2021	Total 33439
SCI Consulting Group	LLAD Assessments FY 20/21 (20)	5,627.00	2/25/2021	33541
		5,627.00	2/25/2021	Total 33541
SiteOne Landscape Supply	EW Park Irrig supplies 02/08/21 (w/ \$-2.99 disc)	157.55	2/18/2021	33520
		157.55	2/18/2021	Total 33520
Steven Jeffrey O'Connell	CalFIRE CPR Training 10 students Sta. 89 1/28/21	3,300.00	2/11/2021	33483
		3,300.00	2/11/2021	Total 33483
Streamline	Streamline Web/Engage Mthly 02/01/21-03/01/21	370.00	2/11/2021	33486
		370.00	2/11/2021	Total 33486
T&M Electric	FD89 Install & Wiring New Rear Bay Doors 02/04/21	2,400.00	2/11/2021	33487
		2,400.00	2/11/2021	Total 33487

Cameron Park Community Services District
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Vendor Name	Description	Check Amount	Check Date	Check #
Target Specialty Products	CM Park Renovation Herbicides 2/16/21	340.36	2/18/2021	33521
Target Specialty Products	CP Lake Herbicide/Agriculture 02/16/21	623.45	2/18/2021	
Target Specialty Products	Herbicide for CP Lake 2/17/21	3,457.67	2/18/2021	
Target Specialty Products	LLAD's EP & DW Herbicides/Agriculture 02/16/21	2,170.22	2/18/2021	
		6,591.70	2/18/2021	Total 33521
Target Specialty Products	NV Park measuring pints 02/18/21	20.23	2/25/2021	33542
		20.23	2/25/2021	Total 33542
The Paint Spot, Inc.	Lake Black Paint, etc. 02/11/21	52.75	2/18/2021	33522
		52.75	2/18/2021	Total 33522
The UPS Store # 1726	FD Radio Repair - Shipping 02/18/21	147.70	2/25/2021	33543
		147.70	2/25/2021	Total 33543
Tina Lynn Goins	E Newsletter February 2021	125.00	2/11/2021	33479
Tina Lynn Goins	E Newsletter January 2021	125.00	2/11/2021	
		250.00	2/11/2021	Total 33479
Tina Lynn Goins	Spring 2021 Rec Mailer/Brochure 02/25/21	2,115.76	2/25/2021	33535
		2,115.76	2/25/2021	Total 33535
TPX Communications	Com Center Phones/Internet Feb. 2021	954.65	2/11/2021	33488
		954.65	2/11/2021	Total 33488
Umpqua Bank	CC Merch Fees - Vantiv/Umpqua Jan. 2021	218.66	2/9/2021	Merch Fees
		218.66	2/9/2021	Total Merch Fees
Umpqua Bank	Umpqua Visa cards January 2021	8,453.55	2/11/2021	33489

Cameron Park Community Services District
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<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		8,453.55	2/11/2021	Total 33489
Verizon Business	FD Business line fees Jan. 2021 #Y2620200	5.56	2/18/2021	33523
		5.56	2/18/2021	Total 33523
Wayne's Locksmith	Nview Park Rekey lock & add keys 02/17/21	47.73	2/18/2021	33524
		47.73	2/18/2021	Total 33524
Wayne's Locksmith	Parks, new trailer locks/keys 02/24/21	62.99	2/25/2021	33544
		62.99	2/25/2021	Total 33544
Wex Bank	FD OOA Fuel January 2021	75.20	2/11/2021	33490
		75.20	2/11/2021	Total 33490
Whitney Kahn	Cell Allowance - Feb 2021	100.00	2/4/2021	33448
		100.00	2/4/2021	Total 33448
Wilkinson Portables, Inc.	Porta Potty, D. West Field - Feb 2021	155.73	2/11/2021	33491
		155.73	2/11/2021	Total 33491
Report Total		1,120,062.97		



Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682-8631
(530) 919-4150
www.cameronpark.org

Assembly Member Robert Rivas
California State Assembly
State Capitol, Room 5158
Sacramento, CA 95814

RE: Assembly Bill 361 (Rivas) – Support [As Introduced]

Dear Assembly Member Rivas:

The Cameron Park Community Services District is pleased to support your Assembly Bill 361, related to the Ralph M. Brown Act (“the Brown Act”).

In light of a stay-at-home order and the need to keep individuals physically distanced from one another, Governor Newsom issued a number of subsequent executive orders (N-25-20, N-29-20, N-35-20) modifying the requirements of the Brown Act. AB 361 seeks to codify several provisions from within the executive orders.

AB 361 would allow local agencies to safely meet remotely during an emergency. The changes to law included in AB 361 are what have allowed local agencies to continue to operate while also complying with important public health directives issued by officials during the COVID-19 pandemic; by enshrining these provisions in statute, this bill ensures that local agencies would continue to be able to remain safe in future emergencies that threaten public health.

AB 361 will include important safeguards that ensure public agency transparency and public access. For a public agency to utilize these provisions to meet remotely, a local agency must meet subsequent or concurrent to a proclaimed state of emergency or declared local emergency, and declare that the nature of the emergency would prevent them from safely meeting in-person. This bill would specifically prohibit local agencies from requiring members of the public to submit their comments in advance, guaranteeing that the public has the opportunity to observe and offer comment during the meeting.

Ability protect the health of attendees, accommodate residents who are temporarily living out of the area to support family members, reducing meeting costs for a small District (no room set up and cleaning), move through important agenda items efficiently, and easier to hear and understand messaging.

For these reasons, the Cameron Park Community Services District is pleased to support Assembly Bill 361 (Rivas). Please feel free to contact us if you have any questions.

Sincerely,

*Jill Ritzman**

Jill Ritzman
General Manager

CC: California Special Districts Association [advocacy@cdda.net]



Assemblymember Robert Rivas, 30th Assembly District

AB 361 – Brown Act: Remote Meetings During Emergencies

SUMMARY

As amended, Assembly Bill 361 will provide additional flexibility for local city councils, boards, commissions, and other agencies to meet remotely via video and teleconference during a local emergency that makes meeting in person unsafe, while still maintaining high levels of public access and transparency. This legislation will not allow local agencies to meet remotely during emergencies that would not prevent the local agency board from meeting in person, nor will this legislation create any new authorization for a local agency to declare a local emergency.

BACKGROUND

In 1953, the Ralph M. Brown Act, known simply as the “Brown Act” ever since, guaranteed the public’s right to attend and participate in meetings of local legislative bodies. To meet this objective, the Brown Act drew up requirements regarding public notices of meetings, the posting of agendas, and physical access to those meetings.

In 1988, AB 3191 (Frazee) updated the Brown Act by authorizing local legislative bodies to use video teleconferencing in connection with any meeting or proceeding authorized by law, for the benefit of the public. However, AB 3191 also required that the public had to have physical access to each remote meeting location. Subsequently, in 1998, SB 138 (Kopp) expanded the allowable uses of teleconferencing even further.

When the COVID-19 pandemic started, local agency boards struggled to conduct their meetings in compliance with the Brown Act’s public accessibility requirements while still abiding by stay-at-home orders. As a result, Governor Newsom signed Orders [N-25-20](#), [N-29-20](#), and [N-35-20](#) to grant local agencies the flexibility to meet remotely during the COVID-19 pandemic.

PROBLEM

The Governor’s executive orders allowed public agencies to meet remotely and did not require physical public access to those meeting locations. Unfortunately, those Executive Orders only apply to the current health pandemic and do not contemplate future health, fire, flood, or other unforeseen emergencies.

SOLUTION

AB 361 will provide additional flexibility for local agencies looking to meet remotely in order to continue providing the public with essential services during a proclaimed state of emergency or local emergency. In doing so, local agency boards will not have to rely on an Executive Order from the Governor.

While maintaining high standards of public transparency and access, AB 361 will allow public agencies to meet remotely to continue providing services to the public without jeopardizing the safety of the public, local agency personnel, or board members. Local agencies will accommodate both internet video conferencing platforms and phone lines to ensure that the public can access these meetings with or without an internet connection. This means that if a specified state or local emergency is declared, a local city council would be allowed to meet via a videoconferencing platform and/or phone. The public would be able to participate through such online and telephonic platforms, too.

Most importantly, if a meeting could still be held in-person without endangering local agency board members or personnel, then the local agency will not be entitled to meet remotely.

Local agencies looking to meet remotely pursuant to these provisions will have to do so in accordance with a locally declared emergency or an emergency declared by the Governor of California. A local emergency could include a toxic leak or wildfire evacuation that inhibits the local body from meeting in person. Together, these important provisions will provide local agencies with the flexibility necessary to meet remotely while preserving public access during a specified emergency.

SUPPORT

- California Special Districts Association (Sponsor)
- Rural County Representatives of California
- California Association of Joint Powers Authorities
- Association of California Healthcare Districts

FOR MORE INFORMATION

Julio Mendez Vargas, *Associate Consultant*
 Email: Julio.MendezVargas@asm.ca.gov
 Phone: (760) 848-8224



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

February 12, 2021

The Honorable Dianne Feinstein
 United States Senate
 331 Hart Senate Office Building
 Washington, D.C. 20510

The Honorable Alex Padilla
 United States Senate
 B03 Russell Senate Office Building
 Washington, D.C. 20510

The Honorable Tom McClintock
 United States House of Representatives
 2312 Rayburn House Office Building
 Washington, DC 20515

RE: Support H.R. 535 and S. 91, the Special Districts Provide Essential Services Act

Dear Senator Feinstein, Senator Padilla, and Representative McClintock,

The Cameron Park Community Services District respectfully requests your support of H.R. 535 and S. 91, the **Special Districts Provide Essential Services Act**, and its inclusion in any potential pandemic relief package. These bills would ensure that your constituents receiving essential services, like fire protection, water, wastewater, childcare, healthcare, resource and agricultural conservation, and more from a special district, rather than a city or county, are not excluded from future COVID-19 relief approved for state and local governments.

As a provider of fire protection services, parks, recreation facilities, waste collection, and additional community services to 18,000 of your constituents in Cameron Park, access to federal relief resources would help our district confront COVID-19 and overcome the pandemic's fiscal impacts..

As a Community Services District, it is our charge to fully fund fire and emergency services, while maintaining other essential services. Our District anticipates a significant reduction in revenues - potentially \$500,000 from service fees which support the operations of the community center, parks, community pool, senior services and recreation programs. In order to meet the challenges of funding two fire stations, a community center, pool, and 143 acres of parks, the District is anticipating the use funds from a small Fund Balance, furloughing staff and reducing expenditures to essential services only and

deferring critical maintenance activities. Parks and recreation services strengthen families, prevent circumstances for domestic violence, and provide low cost and safe fitness opportunities for health and wellness – all of which are very essential services needed by families during this pandemic.

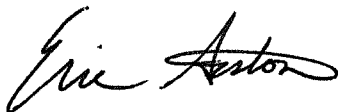
Our employees, especially paramedics, fire fighters, and park maintenance workers, are on the front-lines, yet our local government agency has yet to receive the direct access to funding that other government agencies. Our district is just one of 2,000 across the state that, altogether, anticipate a \$1.26 billion impact due to COVID-19 through the end of Fiscal Year 2021. Furthermore, 46 percent are unlikely to maintain current staffing of essential workers or are uncertain that they can, and 54 percent are unlikely to maintain or are uncertain about the level of essential services they can provide through this fiscal year.

These bills are identical to the bipartisan S. 4308 from the 116th Congress. H.R. 535 and S. 91 would allow the vital services that communities rely upon to continue unhindered, while also providing greater certainty for these governments to retain their essential workers. Specifically, the legislation would establish a federal definition of “special district”, allow special districts’ access to future Coronavirus Relief Fund allocations, and designate special districts as “eligible issuers” of the Federal Reserve Board’s Municipal Liquidity Facility.

Without ready access to pandemic relief available to other units of local government, the risk of special districts’ inability to continue providing uninterrupted, vital services to their communities will continue to grow. We look forward to working with you to ensure all essential workers and the vulnerable communities they serve receive equitable access to these important relief funds.

Thank you for your consideration of our request.

Sincerely,



Eric Aiston, President
Board of Directors, Cameron Park Community Services District

cc: Governor Gavin Newsom
Cole Karr, Federal Advocacy Coordinator, California Special Districts Association (advocacy@cda.net)