

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



**Budget and Administration Committee**  
**Tuesday, October 3, 2023**  
**6:45 p.m.**

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

# Agenda

Members: Chair, Sidney Bazett (SB), Vice-Chair, Director Monique Scobey (MS)  
Alternate Director Tim Israel (TI)

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

## **CALL TO ORDER**

## **ROLL CALL**

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

## **ADOPTION OF AGENDA**

## **APPROVAL OF CONFORMED AGENDA**

## **OPEN FORUM**

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

## **DEPARTMENT MATTERS**

- 1. Wage and Compensation Study (J. Ritzman)**
- 2. Recreation Department Part-time/Seasonal Job Descriptions (J. Ritzman)**
- 3. Annual Disclosure of Board of Directors and Employee Reimbursement FY 2022-23 (C. Greek)**

#### **4. STAFF REPORTS**

- a. Check Register Review (C. Greek)
- b. Finance Office Monthly Report (C. Greek)
- c. Lighting and Landscape District – update staff’s progress with PGE and regarding underfunded Districts (oral report, J. Ritzman)
- d. Update SB1383 Implementation Efforts (oral report, J. Ritzman)
- e. Update LAFCO’s Draft Municipal Service Review for Cameron Park CSD (oral report, J. Ritzman)
- f. Special District Risk Management Authority, Worker’s Compensation (correspondence September 21, 2023)

#### **5. ITEMS FOR FUTURE COMMITTEE MEETINGS**

- a. FY2023-2024 Budget to Actuals Report (November)
- b. Lighting and Landscape District – Plan of Action Underfunded Districts
- c. SB 1383, Update to Cameron Park CSD Waste Collection Ordinance and amendment to agreement with El Dorado Disposal

#### **6. ITEMS TO FORWARD TO THE BOARD OF DIRECTORS**

#### **MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF**

#### **ADJOURNMENT**

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



**Budget and Administration Committee**  
**Tuesday, August 8, 2023**  
**4:00 p.m.**

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

# Agenda

Members: Chair, Sidney Bazett (SB), Vice-Chair, Director Monique Scobey (MS)  
Alternate Director Tim Israel (TI)

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

**CALL TO ORDER 4:03**

**ROLL CALL SB/MS**

*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 MS/SB**

**APPROVAL OF CONFORMED AGENDA MS/SB**

**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 2023-2024 Final Budget, Draft #2** (Ritzman, Greek, Department heads)
  - *Provided direction to staff*
  
- 2. Fire Engine Purchase Agreement – Report Back** (Ritzman)
  - *Supported staff recommendation*
  
- 3. Staff Updates**
  
- 4. Items for Future Committee Meetings**
  
- 5. Items to take to the Board of Directors**
  - Proposed Fiscal Year 2023-2024 Final Budget; format and recommendations

## **MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF**

## **ADJOURNMENT**



## Agenda Transmittal

**DATE:** October 3, 2023

**FROM:** Jill Ritzman, Interim General Manager

**AGENDA ITEM #1:** **Employee Compensation Study Proposal**

**RECOMMENDED ACTION:** Discuss and Forward to the Board of Directors

### **Recommendation**

Review and support an agreement with Regional Government Services to provide an Employee Compensation Study, cost \$21,800 to be allocated to Fund -01 – General Fund, Account 5240- Contract Services (Attachment 1A).

### **Background**

Cameron Park Community Services District (CSD) has not completed a district-wide compensation study in seven or more years.

When the Finance/Human Resources Officer was created in 2018, a salary review for that position was conducted with surrounding agencies. Adjustments have been made to the General Manager wage in recent years, and adjustments were made to entry level positions to keep pace with minimum wage increases.

Key elements in the 2021-2024 Agreement between CSD and Cameron Park Community Services District Employee Association (CPCSDEA) included a one-time stipend of \$500, 3% wage increase per year, matching funds for employee contribution into 457 Plan, and a 5 year vesting requirement for retiree health care for new employees.

The Agreement between CSD and CPCSDEA sunsets on June 30, 2024.

### **Discussion**

State-wide in both the private and public sectors, employee wage and compensation packages have changed significantly, triggered by minimum wage increases, requirement to provide health care insurance, and initiatives to attract employees with signing bonuses. A Compensation Study is timely for the CSD due to upcoming

negotiations with CPCSDA which will begin in January/February 2024, and to determine true costs to operate the CSD without fire services those related revenues.

Recruitment and retention is a challenge, especially for entry level positions such as Maintenance Worker, Recreation Coordinator, Accounting Specialist and Receptionist. A Compensation Study compares the CSD competitiveness in the job market to other agencies in the region. Staff will assist RGS in identifying surrounding agencies for comparison, and will engage CPCSDA in the selection.

Staff is recommending a total Compensation Study vs. a Base Pay Salary Survey, which would only review salaries. Compensation, such as health insurance and pension, influence a candidate's choice of an employer. For the CSD, health insurance and pension influence an employee's cost. When negotiating labor agreements, both employee benefits and wages are negotiated.

Cost for a Base Pay Salary Survey is less, \$15,300.

#### Attachment

1A: Regional Government Services Compensation Study Proposal



September 22, 2023

Jill Ritzman, Interim General Manager  
Cameron Park Community Services District  
2502 Country Club Drive  
Cameron Park, California 95682  
[jritzman@cameronpark.org](mailto:jritzman@cameronpark.org)

**RE: PROPOSAL FOR A DISTRICT-WIDE COMPENSATION STUDY FOR THE CAMERON PARK COMMUNITY SERVICES DISTRICT**

Dear Ms. Ritzman,

Regional Government Services Authority (RGS) is pleased to submit this proposal for the Cameron Park Community Services District to conduct a District-wide compensation study. This proposal includes two options for the District to consider: a total compensation study (base pay and benefits) and a salary study (base pay only).

RGS is a unique, fee-supported, joint powers authority specializing in public-sector administration and consulting services. RGS exclusively serves public agencies and employs experienced public-sector professionals to assist our partner agencies. Since 2002, RGS has served over 200 public agencies and has developed a unique network of geographically distributed Advisors who work both onsite at partner agency offices and through various remote access technologies to deliver services to partner agencies, reducing overhead and expanding our ability to provide high-quality services throughout the state. RGS consultants are experienced in classification and compensation studies, working effectively with management, employees, elected officials, and labor representatives to achieve desired results. RGS will provide the resources necessary for projects awarded under contract to fulfill each study's objectives and meet benchmarks and deadlines.

**I. OVERVIEW**

The Community Services Community Services District (CPCSD) is interested in retaining and attracting highly skilled employees. A compensation study can be one way to evaluate if the District is competitive in the job market.

The goals of the compensation study are to:

- Determine the compensation (base pay or total compensation) for similar classifications in the District's identified comparable agencies.
- Evaluate whether the District's compensation and benefits are competitive with the job market utilizing the data obtained from the District.

## II. WORK PLAN

Regional Government Services (RGS) will take the following steps to complete the compensation study. Throughout the project, the RGS Lead Advisor and Project Advisors will be available for phone and email consultation and video conference/phone meetings.

### VIRTUAL KICK-OFF MEETING WITH THE DISTRICT MANAGEMENT

RGS will virtually meet with the District's point(s) of contact to explain the methodology, objectives, deliverables, and data collection methods to be used during the study. In addition, the list of comparator agencies, benefit components (if a total compensation study is conducted), and classifications to be included in the study will be discussed with meeting participants.

### REQUEST AND REVIEW KEY ORGANIZATIONAL BACKGROUND MATERIAL

Once the contract is executed, RGS will request and review key background material and documents from the District to understand the District's current classification, compensation, and organizational structure, policies, and procedures. Typical materials requested include:

- Organizational Charts.
- Existing classification specifications.
- Current salary schedules.
- Agreements for terms and conditions of employment and employee contracts.
- Applicable policies and procedures.
- Previous compensation studies, both agency-wide and for single classifications.

### COMPENSATION STUDY

#### **Comparable Agencies**

Establishing the list of comparable agencies is critical to the accuracy and validity of the data collected during the study. RGS will evaluate the list of agencies utilized in any previous compensation studies as well as additional agencies using the following factors:

- **Organizational Type and Services Provided:** Entities will be reviewed regarding the type of organization, types of services provided, and how closely they align with the District.



- **Population Served, Demographics:** This will provide insight into the level and types of services required and the staffing levels and funding that may be needed to provide those services.
- **Industries Employing Citizens and the Labor Market Climate:** RGS will review this in combination with the information gained above to obtain an indication of applicant pools, the proximity of applicants to potential employers, and the likelihood of attracting sufficient qualified applicants from within the immediate market.
- **Personnel, Operational, and Capital Plan Budgets:** RGS will review the size of a potential comparator's budgets and current staffing allocations to gain insight into the current resources available to provide services.
- **Cost of Living:** This factor, which includes the cost of housing, goods, and services, helps to analyze further the available labor market, such as mean housing prices and median household incomes.

#### **Benefit Components (for a total compensation study)**

The benefit components utilized in the study should assist the District in determining the total cost of the classifications within the agency and be those that affect the agency's ability to attract and retain qualified individuals. While other elements may be considered, RGS would recommend that the District consider using the following benefit components for the total compensation study.

- Base rate monthly pay (top step, excluding longevity)
- Contributions by both the employer and employee to the following programs:
  - Health insurance premium, family coverage level
  - Dental insurance premium, family coverage level
  - Vision insurance premium, family coverage level
  - Pension system (including Social Security)
- Vacation leave
- Holiday leave
- Management/Administrative leave
- Employer contribution to Deferred Compensation (401A, 457, etc.)
- Other Forms of Compensation

#### **Benchmark Classifications**

RGS will analyze the District's current classification plan and recommend benchmark classifications to the District. Benchmark classifications are usually those that are found throughout the comparator agencies. They are most often journey-level classifications either within a specific classification series or those that are single classifications. RGS will develop salary

recommendations for the benchmark classifications from the data collected. RGS will also use the benchmark data to conduct an internal salary alignment analysis to provide the District with salary recommendations for the remaining District classifications.

### **Collection of Data**

Using the comparator agencies, the compensation elements identified (if applicable), and the selected District classifications, RGS will identify comparable classifications within each comparator agency and collect and compile the compensation data. Comparable classifications will be identified on a “whole job” basis, taking duties, reporting structure, and requirements into consideration, and not by title alone.

### **Compensation Study Report**

RGS will compile and incorporate information gathered in the collaborative review process and finalize the report. The final report will include, at a minimum, the following:

- Executive Summary – including process followed and methodology used.
- Compensation Study
  - A list of comparator agencies surveyed as part of the compensation study.
  - A list of classifications surveyed.
  - Statistics for each benchmark classification’s base rate of pay identifying the percentage above or below the average and median of market comparators.
  - If applicable, statistics for each classification’s total compensation identify the percentage above or below the average and median of market comparators.
  - Complete compensation survey data.

### **III. WORK SCHEDULE**

The following is a tentative project timeline for a total compensation study and may be modified by mutual agreement between the District and RGS. If RGS is asked to conduct a base pay salary survey, the timeline may be reduced by 1-2 weeks. In either case, staff availability and responsiveness of the comparable agencies during the data collection process will be critical in meeting the study timeline as presented. Meetings with the District’s point(s) of contact will be scheduled as required. Progress reports will be provided throughout the project. RGS strives to manage the timeline to ensure deadlines are met.

Compensation Study	Tentative Dates	Responsible Party
1. Kick-off meetings with the District point(s) of contact to discuss project parameters.	Week 1	District/RGS
2. Review and analyze all District documents.	Week 1	RGS
3. Recommended list of comparator agencies and benchmark classification provided to the District.	Week 2	District/RGS
4. Receive the approved list of comparable agencies and benchmark classifications from the District.	Week 4	
5. Collect classification salary and benefit data from comparable agencies.	Week 5-7	RGS
6. Review and analysis of compensation survey data.	Week 8	RGS
7. Status meeting to discuss findings	Week 8	District/RGS
8. Draft compensation report sent to the District for review.	Week 9	RGS
9. Feedback from the District regarding draft report.	Week 11	District
10. Final compensation report to the District.	Week 12	RGS

#### IV. FEE PROPOSAL

At RGS, we bill only actual hours attributable to the project at the rate of the actual Advisor or technician. Work will commence upon notification by the District of the project award. Work is performed as agreed and subsequently billed each month based on hours actually worked. RGS Advisors are skilled at prioritizing projects and working within the budget of partner agencies. Mileage, if applicable, will be calculated/invoiced using the current IRS rate.

As requested, RGS has provided two (2) fee proposals. The first reflects the cost if a total compensation study is conducted. The second reflects the cost if a salary study (base pay only) is conducted.

Jill Ritzman  
 September 22, 2023  
 Page 6

The total project cost for a total compensation study would not exceed **\$21,800**. Estimated project costs include:

Compensation Study Phases	Estimated Cost
1. Kick-off meeting with District staff; progress reports; emails/phone calls with District staff.	\$1,100
2. Analysis to recommend comparable agencies, benefit components, and benchmark classes; collect, compile, and analyze data collected.	\$16,500
3. Prepare data worksheets and compensation report.	\$2,900
4. Presentation of findings and recommendations, as required	\$1,300
<b>TOTAL ESTIMATED COST NOT TO EXCEED:</b>	<b>\$21,800</b>

The total project cost for a base pay salary survey would not exceed **\$15,300**. Estimated project costs include:

Compensation Study Phases	Estimated Cost
5. Kick-off meeting with District staff; progress reports; emails/phone calls with District staff.	\$900
6. Analysis to recommend comparable agencies and benchmark classes; collect, compile, and analyze data collected.	\$11,500
7. Prepare data worksheets and compensation report.	\$1,900
8. Presentation of findings and recommendations, as required	\$1,000
<b>TOTAL ESTIMATED COST NOT TO EXCEED:</b>	<b>\$15,300</b>

The hourly rate for work performed will be billed at the following hourly rates based on the Advisor(s) assigned to the project.

TITLE	HOURLY RATE
Strategic Services Consultant	\$176
Senior Advisor	\$150
Advisor	\$128
Technical Specialist	\$114
Administrative Specialist	\$102

Jill Ritzman  
September 22, 2023  
Page 7

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I am confident that you will find RGS' approach responsive to each District's objectives and needs. RGS has a solid and respected reputation with the public agencies we serve for timely, cost-efficient delivery and effective implementation. As a public agency, we fully understand the needs and requirements of public agencies. This proposal will remain valid for a 60-day period from the date this proposal is received.

The RGS team appreciates the opportunity to be of service to the Cameron Park Community Services District!

Sincerely,



Patty Howard  
Team Lead, Classification and Compensation  
**REGIONAL GOVERNMENT SERVICES**

INFORMAL PROPOSAL



*Cameron Park  
Community Services District*

## **Agenda Transmittal**

**DATE:** October 3, 2023

**FROM:** Jill Ritzman, Interim General Manager  
Kimberly Vickers, Recreation Supervisor

**AGENDA ITEM #2:** **Recreation Department Part-time/Seasonal Job Descriptions**

**RECOMMENDED ACTION:** Review and Forward to the Board of Directors

### **Recommendation**

Review and forward to the Board of Directors job descriptions and wages for Recreation Leader I and II, Lifeguard I and II, and Recreation Specialist.

### **Introduction**

In 2019, the Board of Directors approved Job Descriptions for Cameron Park Community Services District. The template for job descriptions is provided through our payroll contractor PayChex. Job descriptions and wage scales are policy documents approved by the Board of Directors for implementation by the General Manager.

### **Discussion**

Due to changes in Recreation Supervisors, job descriptions for part-time/seasonal Recreation Department staff were never updated. Staff reviewed and updated job descriptions, and changed to the current format for consistency.

Unlike other positions, these positions have a three step wage scale instead of a 13 step scale, for simplicity reasons and because most young adults filling these positions stay a short time. The wage scale will adjust accordingly as minimum wage increases. These positions will be included in the annual wage scale that is approved by the Board of Directors annually during budget hearings.

Attachments

- 2A. Recreation Leader I
- 2B. Recreation Leader II
- 2C. Lifeguard I
- 2D. Lifeguard II
- 2E. Recreation Specialist

## Cameron Park Community Services District

<b>Job Title:</b>	Recreation Leader I	<b>Department/Group:</b>	Recreation Department
<b>Location:</b>	Community Center and various CSD parks	<b>Will Train Applicant(s):</b>	Specific to assigned duties
<b>Level/Salary Range:</b>	\$15.50-\$16.28	<b>Position Type:</b>	Season, Part-Time
<b>OFFICE ADDRESS:</b> Cameron Park Community Services District 2502 Country Club Drive Cameron Park, CA 95682		<b>BENEFITS:</b> <input type="checkbox"/> Full-Time with all Benefits <input type="checkbox"/> Part-Time with Health only Benefits <input type="checkbox"/> Less than Part-Time with no Benefits <input checked="" type="checkbox"/> Seasonal with no Benefits	
<b>Job Description</b>			
<b>GENERAL DESCRIPTION OF POSITION</b>			
<p>Under the general direction of the Recreation Supervisor or their designee, the Recreation Leader I is responsible for the direct supervision of participants with District programs. The Recreation Leader I will supervise program participants and implement recreation programs, projects, special events, and activities at various District facilities. Upon hire there will be mandatory staff training and a weekly staff meeting.</p>			
<b>ESSENTIAL DUTIES; including, but not limited to, the following:</b>			
<ul style="list-style-type: none"> <li>• Supervise participants and lead activities, manage attendance, enforce program rules</li> <li>• Ensure the safety, security, cleanliness, and orderliness of the program environments.</li> <li>• Promote and enforce safety procedures and render first aid as needed.</li> <li>• Use respectful, positive customer service and interpersonal skills with participants, co-workers and parents.</li> <li>• Assist in maintaining accurate programs records as assigned.</li> <li>• Establish positive working relationships with representatives of community organizations, state/local agencies, co-workers, and the public.</li> <li>• Ability to receive and carry out written and oral instructions.</li> <li>• Be on time, adhere to assigned work schedule, wear uniform, and maintain a clean and neat appearance</li> <li>• Establish and meet timelines, is proactive, and shows strong organizational skills.</li> <li>• Assist with implementing District special events and activities.</li> </ul>			
<b>PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:</b>			
Position requires:			
<ul style="list-style-type: none"> <li>• Mobility and dexterity to work in an outdoor park and community center setting.</li> <li>• Strength and agility to lift and carry items weighing up to 25 pounds, and ability to use standard office equipment.</li> <li>• Speech and hearing to communicate in person and by telephone.</li> <li>• Vision to read handwritten and printed materials and a computer screen.</li> <li>• Ability to work outdoors in all types of weather.</li> <li>• Ability to work at various locations District facilities.</li> </ul>			
<b>QUALIFICATIONS AND EDUCATION REQUIREMENTS</b>			
<ul style="list-style-type: none"> <li>• Minimum age is 14 years old.</li> <li>• Experience working with children ages 5 – 12 years old is preferred.</li> </ul>			
<b>PREFERRED SKILLS AND/OR CERTIFICATIONS</b>			
Certificate of completion of Pediatric CPR and First Aid Training.			



## Cameron Park Community Services District

<b>Job Title:</b>	Recreation Leader II	<b>Department/Group:</b>	Recreation Department
<b>Location:</b>	Cameron Park Community Center	<b>Will Train Applicant(s):</b>	Specific to assigned duties
<b>Level/Salary Range:</b>	\$16.69-\$17.54	<b>Position Type:</b>	Season, Part-Time
<b>OFFICE ADDRESS:</b> Cameron Park Community Services District 2502 Country Club Drive Cameron Park, CA 95682		<b>BENEFITS:</b> <input type="checkbox"/> Full-Time with all Benefits <input type="checkbox"/> Part-Time with Health only Benefits <input type="checkbox"/> Less than Part-Time with no Benefits <input checked="" type="checkbox"/> Seasonal with no Benefits	
<b>Job Description</b>			
<b>GENERAL DESCRIPTION OF POSITION</b>			
<p>Under the general direction of the Recreation Supervisor or their designee, the Recreation Leader II is responsible for the direct supervision of participants with District programs. The Recreation Leader II leads assigned Recreation Leader I's and implements recreation programs, projects, special events, and activities at various District facilities. Upon hire there will be mandatory staff training and a weekly staff meeting.</p>			
<b>ESSENTIAL DUTIES:</b>			
<ul style="list-style-type: none"> <li>• Lead assigned staff and activities, ensure good behavior and safety of program participants, manage attendance, enforce program rules</li> <li>• Ensure the safety, security, cleanliness, and orderliness of the program environments.</li> <li>• Promote and enforce safety procedures and render first aid as needed.</li> <li>• Use respectful, positive customer service and interpersonal skills with participants, co-workers and parents.</li> <li>• Assist in maintaining accurate programs records as requested.</li> <li>• Establish positive working relationships with representatives of community organizations, state/local agencies, co-workers, and the public.</li> <li>• Ability to receive and carry out written and oral instructions.</li> <li>• Be on time, adhere to assigned work schedule, wear uniform, and maintain a clean and neat appearance.</li> <li>• Establish and meet timelines, is proactive, and shows strong organizational skills.</li> <li>• May be responsible for opening and closing facilities, programs, or events.</li> <li>• Assist with implementing District special events and activities.</li> </ul>			
<b>PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:</b>			
Position requires:			
<ul style="list-style-type: none"> <li>• Mobility and dexterity to work in an outdoor park and community center setting.</li> <li>• Strength and agility to lift and carry items weighing up to 25 pounds, and ability to use standard office equipment.</li> <li>• Speech and hearing to communicate in person and by telephone.</li> <li>• Vision to read handwritten and printed materials and a computer screen.</li> <li>• Ability to work outdoors in all types of weather.</li> <li>• Ability to work at various locations District facilities.</li> </ul>			
<b>QUALIFICATIONS AND EDUCATION REQUIREMENTS</b>			
<ul style="list-style-type: none"> <li>• Minimum age is 16 years old.</li> <li>• Have experience working with children ages 5 – 12 years old is preferred.</li> </ul>			

## Cameron Park Community Services District

<b>Job Title:</b>	Lifeguard I	<b>Department/Group:</b>	Recreation Department
<b>Location:</b>	Cameron Park CSD Pools	<b>Will Train Applicant(s):</b>	Specific to assigned duties
<b>Level/Salary Range:</b>	\$15.88-\$16.69	<b>Position Type:</b>	Seasonal, Part-time
<b>Applications Accepted By:</b>			
<b>MAIL:</b> Cameron Park Community Services District 2502 Country Club Drive Cameron Park, CA 95682		<b>BENEFITS:</b> <input type="checkbox"/> Full-Time with all Benefits <input type="checkbox"/> Part-Time with Health only Benefits <input type="checkbox"/> Less than Part-Time with no Benefits <input checked="" type="checkbox"/> Seasonal with no Benefits	
<b>Job Description</b>			
<p><b>GENERAL DESCRIPTION OF POSITION</b></p> <p>Under the general direction of the Recreation Supervisor or their designee, the Lifeguard I assures safe water activities by enforcing water safety rules, performs life-saving actions in emergency situations, and assists in supervising swimmer safety, swim instruction, and special swimming events.</p> <p><b>ESSENTIAL JOB DUTIES</b></p> <ul style="list-style-type: none"> <li>• Patrols pool and deck areas to enforce safety rules for the protection of the community.</li> <li>• Enforces regulations governing the conduct of swim area patrons.</li> <li>• Shares responsibility with staff for clean-up and maintenance of swim areas.</li> <li>• Maintains an alert vigil at all times in assigned areas of responsibility.</li> <li>• Enforces ALL swim area policies and regulations to maintain discipline in and around the swim area.</li> <li>• Maintains accurate records of pool activities, injuries, and other assigned forms.</li> <li>• Makes rescues, renders first aid and administers artificial respiration and/or cardiopulmonary resuscitation when necessary.</li> <li>• Maintains a respectful, positive rapport with co-workers and the general public.</li> <li>• Completes records as required.</li> <li>• Clocks in and out at entrance of pool when arriving and leaving work.</li> <li>• Assists in the instruction of swimmers.</li> <li>• Attends all meetings and training sessions as required.</li> <li>• Submits time off requests in a timely manner consistent with policy.</li> </ul> <p><b>QUALIFICATIONS AND EDUCATION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Attending or completed High School education.</li> <li>• Minimum 15 years of age, with visual acuity, color vision and hearing sufficient to perform the assigned duties as well as physical strength, dexterity and agility necessary to perform the duties of the position.</li> <li>• Current Lifeguard Training, CPR /AED, and EMSA (Title 22) certifications.</li> <li>• Knowledge of water safety rules; swimming experience.</li> <li>• Junior Lifeguard experience recommended.</li> </ul> <p><b>EQUAL OPPORTUNITY EMPLOYER</b></p> <p>Cameron Park Community Services District is an Equal Opportunity Employer.</p>			
<b>Reviewed By:</b>	Name	<b>Date:</b>	Date
<b>Approved By:</b>	Name	<b>Date:</b>	Date
<b>Last Updated By:</b>	Name	<b>Date/Time:</b>	Date/Time

Approved by Board of Directors on .....

## Cameron Park Community Services District

<b>Job Title:</b>	Lifeguard II	<b>Department/Group:</b>	Recreation Department
<b>Location:</b>	Cameron Park CSD Pools	<b>Will Train Applicant(s):</b>	Specific to assigned duties
<b>Level/Salary Range:</b>	\$17.11-\$17.98	<b>Position Type:</b>	Seasonal, Part-time
<b>OFFICE ADDRESS:</b> Cameron Park Community Services District 2502 Country Club Drive Cameron Park, CA 95682		<b>BENEFITS:</b> <input type="checkbox"/> Full-Time with all Benefits <input type="checkbox"/> Part-Time with Health only Benefits <input type="checkbox"/> Less than Part-Time with no Benefits <input checked="" type="checkbox"/> Seasonal with no Benefits	
<b>Job Description</b>			
<b>GENERAL DESCRIPTION OF POSITION</b>			
<p>Under the general direction of the Recreation Supervisor or their designee, the Lifeguard II leads the work of Lifeguard I's responsible for performing lifeguard duties at the District's pool facility; assists with staff training and safety drills; explains and enforces swimming programs and pool policies, regulations, and rules; ensures the safety of pool patrons; performs rescues and administers first aid as necessary; and performs related work as required.</p>			
<b>ESSENTIAL JOB DUTIES</b>			
<ul style="list-style-type: none"> <li>• Responsible for daily inspection of rescue and safety equipment, making repairs if possible, and/or notifying supervisors of safety and equipment problems.</li> <li>• Keep a constant check on all areas of operation to ensure the facility is operating smoothly, and lifeguards are performing their duties as required.</li> <li>• Responsible for cleanliness of facilities, free from harmful debris of all kinds to ensure public safety is maintained.</li> <li>• As necessary, release staff early if ratios are met.</li> <li>• Assists the Recreation Supervisor in evaluating staff.</li> <li>• Make sure that all accident and incident forms, release forms, and other aquatic-related forms are completed in full, initialed by the responding staff and Lifeguard II, and provided to the Recreation Supervisor within 24 hours following the incident.</li> <li>• Report to the Recreation Supervisor or the Aquatics Coordinator on a daily basis with progress and/or problems within the Aquatic's Division.</li> <li>• Instruct all staff members as to their duties and responsibilities. Enforce all rules and policies and report any breach of rules by staff member to Recreation Supervisor or their designee immediately.</li> <li>• Direct and assist the Recreation Coordinator or Specialist in all special programs delegated to be performed at the pool.</li> <li>• Assists with planning and implementation of swim lessons.</li> <li>• Ensure opening and closing procedures have been carried out.</li> <li>• Perform duties as an assigned lifeguard and/or swim instructor.</li> </ul>			
<b>QUALIFICATIONS AND EDUCATION REQUIREMENTS</b>			
<ul style="list-style-type: none"> <li>• High School graduate preferred.</li> <li>• Minimum 17 years of age, with visual acuity, color vision and hearing sufficient to perform the assigned duties as well as physical strength, dexterity and agility necessary to perform the duties of the position.</li> <li>• Current Lifeguard Training, CPR /AED, and EMSA (Title 22) certifications.</li> <li>• Knowledge of water safety rules; swimming experience.</li> <li>• Two years of lifeguarding experience recommended.</li> </ul>			

## Cameron Park Community Services District

<b>Job Title:</b>	Recreation Specialist	<b>Department/Group:</b>	Recreation Department
<b>Location:</b>	Community Center and various parks	<b>Will Train Applicant(s):</b>	Specific to assigned duties
<b>Level/Salary Range:</b>	\$17.98-\$18.89	<b>Position Type:</b>	Seasonal, Part-time
<b>OFFICE ADDRESS:</b> Cameron Park Community Services District 2502 Country Club Drive Cameron Park, CA 95682		<b>BENEFITS:</b> <input type="checkbox"/> Full-Time with all Benefits <input type="checkbox"/> Part-Time with Health only Benefits <input type="checkbox"/> Less than Part-Time with no Benefits <input checked="" type="checkbox"/> Seasonal with no Benefits	
<b>Job Description</b>			
<p><b>GENERAL DESCRIPTION OF POSITION</b></p> <p>Under the general direction of the Recreation Supervisor or their designee, Recreation Specialist completes assigned tasks that support the functions of the Recreation Department including tasks related to planning and implementing programs, coordinating with community partners, assisting with special events, administrative tasks, and front office support.</p> <p><b>ESSENTIAL JOB DUTIES</b></p> <ul style="list-style-type: none"> <li>• Plans and assigns the work of assigned program staff; prepares staff schedules; verifies hours worked by staff; assists in preparation and delivery of performance evaluations.</li> <li>• Plans and coordinates training programs for staff on a weekly or bi-weekly basis; documents content and outcomes of training sessions, and attendance.</li> <li>• Plan and implement age-appropriate curriculum, events, and recreational activities.</li> <li>• Ability to be active and involved in program activities with Recreation Leaders, Lifeguards and participants during shifts.</li> <li>• Provide direct supervision of participants in CSD programs.</li> <li>• Ensure the safety, security, cleanliness, and orderliness of program environments.</li> <li>• Respond to parent queries relative to program policies, procedures, activities, and fees.</li> <li>• Ability to problem solve in various circumstances.</li> <li>• Establish positive working relationships with representatives of community organizations, state/local agencies, co-workers, and the public.</li> <li>• Lead by example - be on time, adhere to assigned work schedule, wear uniform, maintain a clean and neat appearance, and communicate in a respectful, positive manner</li> <li>• Establish and meet timelines, is proactive, and shows strong organizational skills.</li> <li>• Ability to receive and carry out written and oral instructions.</li> <li>• Proficient in computer software programs.</li> </ul> <p><b>QUALIFICATIONS AND EDUCATION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Must be at least 18 years of age or older and eligible to work in the United States.</li> <li>• Education equivalent to completion of 12th grade.</li> <li>• At least two years of work experience in Recreation or comparable program.</li> <li>• Candidate must pass a drug screening and Department of Justice (DOJ) background check.</li> <li>• Valid California Driver's License with satisfactory driving record.</li> <li>• Knowledge of water safety rules; swimming experience a plus.</li> <li>• Lifeguard Certification, Title 22, and/or first aid/CPR completed within 6 mos of hire as determined by Recreation Supervisor</li> </ul>			

*Cameron Park  
Community Services District*



## **Agenda Transmittal**

**DATE:** October 3, 2023

**FROM:** Christina Greek, Finance/HR Officer

**AGENDA ITEM #3:** **ANNUAL DISCLOSURE OF BOARD OF DIRECTORS AND EMPLOYEE REIMBURSEMENT FY 2022-23**

**RECOMMENDED ACTION: FORWARD TO THE BOARD OF DIRECTORS**

Section 53065.5 of the California Government Code requires special districts to disclose any reimbursement paid to Board Members and employees by Cameron Park Community Services District (District) in the preceding Fiscal Year of at least \$100 for each individual charge for services or products received. The disclosure requirement is fulfilled by including the reimbursement information in a document published and made available for public inspection at least annually.

The attached report includes individual charges for services or products received of at least \$100 for the Fiscal Year 2022-23. The report will be posted on the District webpage as well as the District Information Board to fulfill the “publishing and availability for public inspection” requirement. Posting to the District website also meets a requirement for the District Transparency Certificate of Excellence from the California Special District Association.

Attachments:

3A - Board Member Reimbursement Report

3B - Employee Reimbursement Report

Cameron Park Community Services District  
Vendor Activity  
From 7/1/2022 Through 6/30/2023

Effective Date	Payee	Document Description	Expenses
12/19/2022	Dawn Elizabeth Wolfson	Spec Brd Meeting 12/19/22	100.00
2/3/2023	Dawn Elizabeth Wolfson	DIR Comp Meetings January 2023	300.00
2/27/2023	Dawn Elizabeth Wolfson	DIR Comp Meetings 02/6,7,15/23	300.00
4/21/2023	Dawn Elizabeth Wolfson	DIR Comp Meetings 3/7,3/15,3/28,3/29/23	500.00
4/21/2023	Dawn Elizabeth Wolfson	DIR Comp Meetings 4/3,4/11,4/19/23	300.00
6/30/2023	Dawn Elizabeth Wolfson	DIR Comp Meetings 5/1,2,4,17/23	400.00
6/30/2023	Dawn Elizabeth Wolfson	DIR Comp Meetings 6/6,5,13,21,28/23	<u>500.00</u>
Total Dawn Elizabeth Wolfson			<u>2,400.00</u> Transaction Total
7/20/2022	Ellamae J. Wooten	Dir Comp Mtg 07/20/22	<u>100.00</u>
Total Ellamae J. Wooten			<u>100.00</u> Transaction Total
7/28/2022	Eric William Blodgett Aiston	Dir Comp Mtgs 07/06,11,12,20 2022	400.00
8/17/2022	Eric William Blodgett Aiston	DIR Comp Meetings 08/01,02,03,08,17 2022	500.00
10/6/2022	Eric William Blodgett Aiston	DIR Comp Meetings 09/06,09/12,09/19,09/28	400.00
11/4/2022	Eric William Blodgett Aiston	DIR Comp Meetings 10/03,10/19,10/20/22	300.00
11/18/2022	Eric William Blodgett Aiston	DIR Comp Meetings Nov 2022	500.00
12/19/2022	Eric William Blodgett Aiston	DIR Comp Meetings December 2022	400.00
1/26/2023	Eric William Blodgett Aiston	DIR Comp Meetings January 2023	500.00

Cameron Park Community Services District  
Vendor Activity  
From 7/1/2022 Through 6/30/2023

Effective Date	Payee	Document Description	Expenses
2/28/2023	Eric William Blodgett Aiston	DIR Comp Meetings 2/6,9,15,15/23	400.00
4/5/2023	Eric William Blodgett Aiston	DIR Comp Meetings March 3/6,7,15,28,29/23	500.00
4/24/2023	Eric William Blodgett Aiston	DIR Comp Meeting 4/03,11,19/23	300.00
5/25/2023	Eric William Blodgett Aiston	DIR Comp Meetings 5,1,2,4,17,17/23	500.00
6/30/2023	Eric William Blodgett Aiston	DIR Comp Meetings 6/5,6,13,21/23	<u>400.00</u>
Total Eric William Blodgett Aiston			<u>5,100.00</u> Transaction Total
7/28/2022	Felicity Wood Carlson	DC mtgs 07/06,12,20 2022	300.00
8/19/2022	Felicity Wood Carlson	DIR Comp meetings 08/02,03,08,17 2022	400.00
9/28/2022	Felicity Wood Carlson	Dir Comp Meetings 09/06/22, 09/28/22	200.00
10/19/2022	Felicity Wood Carlson	Dir Comp Mtgs 10/19/22	100.00
11/17/2022	Felicity Wood Carlson	DIR Comp Meeting Nov 2022	300.00
12/19/2022	Felicity Wood Carlson	Dir Comp Meeting 12/19/22	<u>100.00</u>
Total Felicity Wood Carlson			<u>1,400.00</u> Transaction Total
1/26/2023	Monique Scobey	DIR Comp Meetings January 2023	400.00
3/29/2023	Monique Scobey	DIR Comp Meetings 02/06,08,15,15,11/23	500.00
5/8/2023	Monique Scobey	DIR Comp Meetings April 2023	300.00
5/8/2023	Monique Scobey	DIR Comp Meetings March 2023	500.00
6/23/2023	Monique Scobey	DIR Comp Meetings 5/1,2/23	200.00

Cameron Park Community Services District  
Vendor Activity  
From 7/1/2022 Through 6/30/2023

Effective Date	Payee	Document Description	Expenses
6/30/2023	Monique Scobey	DIR Comp Meetings 6/5,6,13,21,28/23	<u>500.00</u>
Total Monique Scobey			<u>2,400.00</u> Transaction Total
8/18/2022	Sidney Arthur Bazett	DIR Comp Meetings 08/02,02,03,08,17 2022	500.00
9/28/2022	Sidney Arthur Bazett	DIR Comp Meetings 09/09,09/09/09/28/22	300.00
10/25/2022	Sidney Arthur Bazett	Dir Comp Mtgs 10/03, 10/04, 10/19/22	300.00
11/17/2022	Sidney Arthur Bazett	DIR Comp Meetings Nov 2022	200.00
1/4/2023	Sidney Arthur Bazett	DIR Comp Meetings 12/5,6,19/22	300.00
1/10/2023	Sidney Arthur Bazett	DIR Comp Meetings January 2023	100.00
2/16/2023	Sidney Arthur Bazett	DIR Comp Meetings 02/07,11,15/23	300.00
3/31/2023	Sidney Arthur Bazett	DIR Comp Meetings 03/07,15,21,22/23	400.00
4/24/2023	Sidney Arthur Bazett	DIR Comp Meetings 04/11,04/19/23	200.00
5/22/2023	Sidney Arthur Bazett	DIR Comp Meetings 5/1,2,4,17/23	400.00
6/29/2023	Sidney Arthur Bazett	DIR Comp Meetings 6/6,13,21,28/23	<u>400.00</u>
Total Sidney Arthur Bazett			<u>3,400.00</u> Transaction Total
12/30/2022	Timothy Israel	DIR Comp Meeting December 12/19/22	100.00
1/31/2023	Timothy Israel	DIR Comp Meetings January 1/09,18/23	200.00



Cameron Park Community Services District  
Vendor Activity  
From 7/1/2022 Through 6/30/2023

Effective Date	Payee	Document Description	Expenses
2/28/2023	Timothy Israel	DIR Comp Meetings February 2/6,11,15/23	300.00
3/31/2023	Timothy Israel	DIR Comp Meetings March 3/6,15,28,29/23	400.00
4/30/2023	Timothy Israel	DIR Comp Meetings April 4/10,19/23	200.00
5/31/2023	Timothy Israel	DIR Comp meetings May 5/1,4,17/23	300.00
6/30/2023	Timothy Israel	DIR Comp Meetings June 6/5,13,21,28/23	<u>400.00</u>
Total Timothy Israel			<u>1,900.00</u> Transaction Total
Report Transaction Totals			<u>16,700.00</u>

Cameron Park Community Services District  
 Vendor Activity  
 From 7/1/2022 Through 6/30/2023

Effective Date	Payee	Document Description	Expenses
1/4/2023	Adam Domingo	Cell Allowance January 2023	50.00
2/1/2023	Adam Domingo	Cell Allowance February 2023	50.00
3/1/2023	Adam Domingo	Cell Allowance March 2023	50.00
4/5/2023	Adam Domingo	Cell Allowance April 2023	50.00
4/26/2023	Adam Domingo	CPRS Conference in San Diego Meal & Travel Reimb 04/26/23	179.71
5/3/2023	Adam Domingo	Cell Allowance May 2023	50.00
6/1/2023	Adam Domingo	Cell Allowance June 2023	<u>50.00</u>
Total Adam Domingo			<u>479.71</u> Transaction Total
7/1/2022	Andre L. Pichly III	Cell Allowance - July 2022	100.00
7/1/2022	Andre L. Pichly III	Mileage Allowance - July 2022	100.00
8/1/2022	Andre L. Pichly III	Cell Allowance - August 2022	100.00
8/1/2022	Andre L. Pichly III	Mileage Allowance - August 2022	100.00
8/15/2022	Andre L. Pichly III	Reimb for SSCPCOC networking lunch 08/24/2022	30.00
9/1/2022	Andre L. Pichly III	Cell Allowance - September 2022	100.00
9/1/2022	Andre L. Pichly III	Monthly Mileage allowance - September 2022	100.00
10/1/2022	Andre L. Pichly III	Cell Allowance - October 2022	100.00
10/1/2022	Andre L. Pichly III	Monthly Mileage Allowance - October 2022	100.00
11/1/2022	Andre L. Pichly III	Cell Phone Allowance November 2022	100.00
11/1/2022	Andre L. Pichly III	Mileage Allowance November 2022	100.00
12/1/2022	Andre L. Pichly III	Cell Allowance - December 2022	100.00
12/1/2022	Andre L. Pichly III	Mileage Allowance - December 2022	100.00
1/4/2023	Andre L. Pichly III	Cell Allowance January 2023	100.00
1/4/2023	Andre L. Pichly III	Mileage Allowance January 2023	100.00
1/27/2023	Andre L. Pichly III	CSDA Lunch Reimb 01/26/23	22.18
2/1/2023	Andre L. Pichly III	Cell Allowance February 2023	100.00
2/1/2023	Andre L. Pichly III	Monthly Mileage Allowance February 2023	100.00
2/11/2023	Andre L. Pichly III	Food Items for Board Retreat Reimb 02/11/23	48.45
3/1/2023	Andre L. Pichly III	Cell Allowance March 2023	100.00
3/1/2023	Andre L. Pichly III	Mileage Allowance March 2023	100.00
4/4/2023	Andre L. Pichly III	Cell Allowance April 2023	100.00
4/4/2023	Andre L. Pichly III	Mileage Allowance April 2023	100.00

Cameron Park Community Services District  
 Vendor Activity  
 From 7/1/2022 Through 6/30/2023

5/2/2023	Andre L. Pichly III	Cell Allowance May 2023	100.00
5/2/2023	Andre L. Pichly III	Mileage Allowance May 2023	100.00
6/1/2023	Andre L. Pichly III	Cell Allowance June 2023 Final	100.00
6/1/2023	Andre L. Pichly III	Mileage Allowance June 2023 (Final)	<u>100.00</u>
	Total Andre L. Pichly III		<u>2,500.63</u> Transaction Total
7/13/2022	Ashton Mellon	Work boots-reimb 07/13/22	110.03
	Total Ashton Mellon		<u>110.03</u> Transaction Total
7/1/2022	Christina Greek	Cell Allowance - July 2022	100.00
8/1/2022	Christina Greek	Cell Allowance - August 2022	100.00
9/1/2022	Christina Greek	Cell Allowance - September 2022	100.00
10/1/2022	Christina Greek	Cell Allowance - October 2022	100.00
11/1/2022	Christina Greek	Cell Allowance November 2022	100.00
11/21/2022	Christina Greek	Printer/Supplies Allowance November 2022	50.00
12/1/2022	Christina Greek	Cell allowance - December 2022	100.00
12/1/2022	Christina Greek	Printer/supplies allowance- December 2022	50.00
1/4/2023	Christina Greek	Cell Allowance January 2023	100.00
1/4/2023	Christina Greek	Printer/Supplies Allowance January 2023	50.00
2/1/2023	Christina Greek	Cell Allowance February 2023	100.00
2/1/2023	Christina Greek	Home Printer/Supplies Allowance February 2023	50.00
3/1/2023	Christina Greek	Cell Allowance March 2023	100.00
3/1/2023	Christina Greek	Home Printer/Supplies Allowance March 2023	50.00
4/5/2023	Christina Greek	Cell Allowance April 2023	100.00
4/5/2023	Christina Greek	Home Printer/Supplies Allowance April 2023	50.00
5/3/2023	Christina Greek	Cell Allowance May 2023	100.00
5/3/2023	Christina Greek	Home Printer/Supplies Allowance May 2023	50.00
6/1/2023	Christina Greek	Cell Allowance June 2023	100.00
6/1/2023	Christina Greek	Home Printer/Supplies Allowance June 2023	<u>50.00</u>
	Total Christina Greek		<u>1,600.00</u> Transaction Total
6/1/2023	Jill Ritzman	Cell Allowance June 2023 (First)	<u>100.00</u>
	Total Jill Ritzman		<u>100.00</u> Transaction Total

Cameron Park Community Services District  
 Vendor Activity  
 From 7/1/2022 Through 6/30/2023

7/31/2022 Jose Cortes	Boots - JC reimb 07/31/22	150.00
Total Jose Cortes		<u>150.00</u> Transaction Total
7/1/2022 Kayla Thayer	Cell Allowance - July 2022	50.00
8/1/2022 Kayla Thayer	Cell Allowance - August 2022	50.00
9/1/2022 Kayla Thayer	Cell Allowance - September 2022	50.00
9/15/2022 Kayla Thayer	Vehicle usage reimbursement July, August, September 2022	<u>60.00</u>
Total Kayla Thayer		<u>210.00</u> Transaction Total
7/1/2022 Kimberly Vickers	Cell Allowance - July 2022	100.00
8/1/2022 Kimberly Vickers	Cell Allowance - August 2022	100.00
9/1/2022 Kimberly Vickers	Cell Allowance - September 2022	100.00
10/1/2022 Kimberly Vickers	Cell Allowance - October 2022	100.00
11/1/2022 Kimberly Vickers	Cell Allowance November 2022	100.00
12/1/2022 Kimberly Vickers	Cell allowance - December 2022	100.00
1/4/2023 Kimberly Vickers	Cell Allowance January 2023	100.00
2/1/2023 Kimberly Vickers	Cell Allowance February 2023	100.00
3/1/2023 Kimberly Vickers	Cell Allowance March 2023	100.00
4/5/2023 Kimberly Vickers	Cell Allowance April 2023	100.00
5/3/2023 Kimberly Vickers	Cell Allowance May 2023	100.00
6/1/2023 Kimberly Vickers	Cell Allowance June 2023	<u>100.00</u>
Total Kimberly Vickers		<u>1,200.00</u> Transaction Total
7/1/2022 Laura Sanders-Ito	Cell Allowance - July 2022	50.00
8/1/2022 Laura Sanders-Ito	Cell Allowance - August 2022	50.00
9/1/2022 Laura Sanders-Ito	Cell Allowance - September 2022	50.00
9/30/2022 Laura Sanders-Ito	Mileage Reimb July, August, Sept. 2022	49.88
10/1/2022 Laura Sanders-Ito	Cell Allowance - October 2022	50.00
11/1/2022 Laura Sanders-Ito	Cell Allowance November 2022	50.00
12/1/2022 Laura Sanders-Ito	Cell Allowance - December 2022	50.00
1/4/2023 Laura Sanders-Ito	Cell Allowance January 2023	50.00
1/4/2023 Laura Sanders-Ito	Mileage Reimb October-December 2022	72.06
2/1/2023 Laura Sanders-Ito	Cell Allowance February 2023	50.00
3/1/2023 Laura Sanders-Ito	Cell Allowance March 2023	50.00

Cameron Park Community Services District  
 Vendor Activity  
 From 7/1/2022 Through 6/30/2023

3/30/2023	Laura Sanders-Ito	Mileage Reimb Jan, Feb, & March 2023 Q1	61.18
4/5/2023	Laura Sanders-Ito	Cell Allowance April 2023	50.00
5/3/2023	Laura Sanders-Ito	Cell Allowance May 2023	50.00
6/1/2023	Laura Sanders-Ito	Cell Allowance June 2023	<u>50.00</u>
Total Laura Sanders-Ito			<u>783.12</u> Transaction Total
2/8/2023	Matt Bustabade	Reimb for Boots 02/08/23	150.00
6/1/2023	Matt Bustabade	Spring Semester Tuition Reimb 2023	359.49
Total Matt Bustabade			<u>509.49</u> Transaction Total
7/1/2022	Michael Grassle	Cell Allowance - July 2022	100.00
8/1/2022	Michael Grassle	Cell Allowance - August 2022	100.00
8/18/2022	Michael Grassle	Mileage Reim July 2022	131.66
8/31/2022	Michael Grassle	Mileage reimb - August 2022	142.68
9/1/2022	Michael Grassle	Cell Allowance - September 2022	100.00
10/1/2022	Michael Grassle	Cell Allowance - October 2022	100.00
10/11/2022	Michael Grassle	Mileage Reimb September 2022	107.88
11/1/2022	Michael Grassle	Cell Allowance November 2022	100.00
11/7/2022	Michael Grassle	Mileage Reimb October 2022	93.96
12/1/2022	Michael Grassle	Cell Allowance - December 2022	100.00
12/9/2022	Michael Grassle	Mileage Reimb Nov 2022	99.76
1/4/2023	Michael Grassle	Cell Allowance January 2023	100.00
1/5/2023	Michael Grassle	Mileage Reimb December 2022	135.72
2/1/2023	Michael Grassle	Cell Allowance February 2023	100.00
2/2/2023	Michael Grassle	Mileage Reimb January 2023	108.08
3/1/2023	Michael Grassle	Cell Allowance March 2023	100.00
4/5/2023	Michael Grassle	Cell Allowance April 2023	100.00
4/6/2023	Michael Grassle	Mileage Reimb Feb 2023	42.57
4/6/2023	Michael Grassle	Mileage Reimb March 2023	98.90
5/3/2023	Michael Grassle	Cell Allowance May 2023	100.00
5/8/2023	Michael Grassle	Mileage Reimb April 2023	121.83
5/31/2023	Michael Grassle	Mileage Reimb - May 2023	202.39
6/1/2023	Michael Grassle	Cell Allowance June 2023	100.00
Total Michael Grassle			<u>2,485.43</u> Transaction Total
7/20/2022	Mike Merritt	MWII Boots Allowance - Reimb 07/14/22	150.00
10/13/2022	Mike Merritt	Disposal of animal Reimb 10/13/22	27.00
Total Mike Merritt			<u>177.00</u> Transaction Total

Cameron Park Community Services District  
 Vendor Activity  
 From 7/1/2022 Through 6/30/2023

11/1/2022 Ramon Soto	Cell Allowance November 2022	50.00
12/1/2022 Ramon Soto	Cell Allowance - December 2022	50.00
1/4/2023 Ramon Soto	Cell Allowance January 2023	50.00
2/1/2023 Ramon Soto	Cell Allowance February 2023	50.00
2/23/2023 Ramon Soto	Reissue Lost Checks Cell Allowance July-Oct 2022	200.00
3/1/2023 Ramon Soto	Cell Allowance March 2023	50.00
4/5/2023 Ramon Soto	Cell Allowance April 2023	50.00
5/3/2023 Ramon Soto	Cell Allowance May 2023	50.00
6/1/2023 Ramon Soto	Cell Allowance June 2023	50.00
6/16/2023 Ramon Soto	Reimb Locked wallet in Facil Office needed fuel 6/16/23	10.00

Total Ramon Soto 610.00 Transaction Total

Report  
 Transaction 10,915.41  
 Totals

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 8/1/2023 Through 8/31/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
	Payroll GL 08/04/23 PP16	65,113.38	8/4/2023	Payroll GL 08/04/23
		65,113.38	8/4/2023	Total Payroll GL 08/04/23
	Payroll GL 08/18/23 PP17	49,677.06	8/18/2023	Payroll GL 08/18/23
		49,677.06	8/18/2023	Total Payroll GL 08/18/23
A-1 Appliance	FD88 & 89 Replacement Washer/Dryer 8/25/23	8,073.76	8/31/2023	37814
		8,073.76	8/31/2023	Total 37814
Abila	Accounting Software - October 2023	876.79	8/17/2023	37759
		876.79	8/17/2023	Total 37759
AFSCME District Council 57	Union Dues for Payroll 17 07/30-08/12/23	120.94	8/17/2023	37760
		120.94	8/17/2023	Total 37760
AFSCME District Council 57	Union Dues for Payroll 8/13-8/26/23	115.81	8/31/2023	37815
		115.81	8/31/2023	Total 37815
AFSCME District Council 57	Union Dues for Payroll PP16 7/16-7/29/23	115.91	8/3/2023	37669
		115.91	8/3/2023	Total 37669
Airespring Inc.	Internet Broadband Com Cntr/Lake - August 2023	566.15	8/10/2023	37733
		566.15	8/10/2023	Total 37733
Airgas National Carbonation	CO2 fill, pool 08/09/23	302.62	8/24/2023	37787
		302.62	8/24/2023	Total 37787
Airgas National Carbonation	CO2 Fill, Pool 7/19/23	537.46	8/3/2023	37670
		537.46	8/3/2023	Total 37670
Airgas National Carbonation	CO2 Fill, Pool 8/17/23	316.96	8/31/2023	37816

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		316.96	8/31/2023	Total 37816
Airgas National Carbonation	CO2 Fill, Pool 8/22/23	274.16	8/31/2023	37817
		274.16	8/31/2023	Total 37817
Airgas National Carbonation	CO2 Pool, Fill 8/02/23	478.44	8/10/2023	37735
		478.44	8/10/2023	Total 37735
Airgas National Carbonation	CO2 Tank Rental Fee 7/1-7/31/23	106.37	8/10/2023	37734
		106.37	8/10/2023	Total 37734
Alhambra	Water & Cooler Rental 6/27-7/24/23	116.47	8/3/2023	37672
		116.47	8/3/2023	Total 37672
Alhambra	Water & Cooler Rental 8/23/23	51.02	8/31/2023	37818
		51.02	8/31/2023	Total 37818
Alison S. Lloyd	Inst. Pay Ballet Classes 7/14-8/18/23	1,029.60	8/31/2023	37836
		1,029.60	8/31/2023	Total 37836
Alison S. Lloyd	Inst. Pay Ballet I 07/19-08/23/23	237.60	8/24/2023	37798
		237.60	8/24/2023	Total 37798
Arnolds for Awards, Inc.	FD Name Plates & F.A.T.S 8/2/23	120.12	8/31/2023	37819
		120.12	8/31/2023	Total 37819
AT&T Calnet 3	CSD Phone Lines BAN9391035823 7/24-8/23/23	463.24	8/31/2023	37820
		463.24	8/31/2023	Total 37820
AT&T Calnet 3	FD 89 Fax Line 7/10-8/9/23	24.57	8/17/2023	37761
		24.57	8/17/2023	Total 37761



**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 8/1/2023 Through 8/31/2023

<b>Vendor Name</b>	<b>Description</b>	<b>Check Amount</b>	<b>Check Date</b>	<b>Check #</b>
AT&T Calnet 3	FD89 Phone Lines 6/24-7/23/23	169.28	8/3/2023	37673
		169.28	8/3/2023	Total 37673
AT&T Calnet 3	FD89 Phone Lines 7/24-8/23/23	214.88	8/31/2023	37821
		214.88	8/31/2023	Total 37821
Bethany Duff	Swim Lessons Refund went to next level 7/25/23	36.00	8/3/2023	37686
		36.00	8/3/2023	Total 37686
Blain Stumpf Trucking	CP Lake DG for trail Repair Storm Damage 6/16/23	596.24	8/10/2023	37755
		596.24	8/10/2023	Total 37755
Blain Stumpf Trucking	CP Lake Relocated Panels & Stands (Dec. Storm) 6/22/23	200.40	8/3/2023	37724
		200.40	8/3/2023	Total 37724
Brighton Energy	CC Solar 7/1-7/31/23	6,290.07	8/10/2023	37736
		6,290.07	8/10/2023	Total 37736
Brighton Energy	FD89 Solar 7/01-7/31/23	2,268.74	8/17/2023	37762
		2,268.74	8/17/2023	Total 37762
Cal-Vintage Roofing Company, Inc.	Building A&B Cap Metal Repairs on Flat Roofs 8/9/23	8,594.00	8/17/2023	37764
		8,594.00	8/17/2023	Total 37764
California Native Plant Society	Reservatin Deposit Social Room Refund 7/25/23	40.00	8/24/2023	37789
		40.00	8/24/2023	Total 37789
California Overhead Door, Inc.	FD89 Bay Door Repair 8/1/23	135.00	8/10/2023	37737
		135.00	8/10/2023	Total 37737

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
California Public Employee's Retirement System	CalPERS 457 for Payroll 08/04/23 PP16	375.00	8/4/2023	1002422858
		375.00	8/4/2023	Total 1002422858
California Public Employee's Retirement System	CalPERS 457 for Payroll 08/08/23 PP17	375.00	8/18/2023	1002433581
		375.00	8/18/2023	Total 1002433581
California Public Employee's Retirement System	CalPERS GASB 68 Reporting Fee 1428 Classic	350.00	8/9/2023	1002429182
California Public Employee's Retirement System	CalPERS GASB 68 Reporting Fee 1429 Retirees	350.00	8/9/2023	
California Public Employee's Retirement System	CalPERS GASB 68 Reporting Fee 26978 Pepra	350.00	8/9/2023	
		1,050.00	8/9/2023	Total 1002429182
California Public Employee's Retirement System	CalPERS Health - August 2023 (Admin)	3,486.58	8/8/2023	1002412352
California Public Employee's Retirement System	CalPERS Health - August 2023 (CC&R)	916.66	8/8/2023	
California Public Employee's Retirement System	CalPERS Health - August 2023 (CC)	1,833.33	8/8/2023	
California Public Employee's Retirement System	CalPERS Health - August 2023 (EE w/h)	1,810.27	8/8/2023	
California Public Employee's Retirement System	CalPERS Health - August 2023 (Parks)	4,961.98	8/8/2023	
California Public Employee's Retirement System	CalPERS Health - August 2023 (Rec)	916.66	8/8/2023	
California Public Employee's Retirement System	CalPERS Health - August 2023 (Ret. Admin 1000)	1,890.94	8/8/2023	

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
California Public Employee's Retirement System	CalPERS Health - August 2023 (Ret. Fire 3000)	1,696.58	8/8/2023	
California Public Employee's Retirement System	CalPERS Health - August 2023 (Ret. Parks 4000)	1,042.88	8/8/2023	
California Public Employee's Retirement System	CalPERS Health - August 2023 (Ret. Rec 5000)	2,746.26	8/8/2023	
		21,302.14	8/8/2023	Total 1002412352
California Public Employee's Retirement System	CalPERS Retirement - Classic PP16 08-04-23	645.41	8/4/2023	1002422856
		645.41	8/4/2023	Total 1002422856
California Public Employee's Retirement System	CalPERS Retirement - Classic PP17 08-18-23	645.41	8/18/2023	1002433579
		645.41	8/18/2023	Total 1002433579
California Public Employee's Retirement System	CalPERS Retirement - Pepra PP16 08-04-23	4,630.31	8/4/2023	1002422854
		4,630.31	8/4/2023	Total 1002422854
California Public Employee's Retirement System	CalPERS Retirement - Pepra PP17 08-18-23	4,378.25	8/18/2023	1002433577
		4,378.25	8/18/2023	Total 1002433577
Callander Associates Landscape Architecture	Eastwood Parks Imps/Const. Mgmt thru June 2023	823.08	8/31/2023	37823
		823.08	8/31/2023	Total 37823
Carbon Copy, Inc.	Copier Count CCR, REC, Admin % July 2023	51.32	8/3/2023	37675
Carbon Copy, Inc.	FD89 Copier Count 7/1-7/31/23	31.20	8/3/2023	
Carbon Copy, Inc.	FD89 Toner 7/21/23	133.70	8/3/2023	

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
		216.22	8/3/2023	Total 37675
CardConnect	Front Desk CC Devices Rental Mthly 7/01-7/31/23	50.00	8/3/2023	37676
		50.00	8/3/2023	Total 37676
CD & Power	FD89 Generator Maint. 7/20/23	900.00	8/3/2023	37677
		900.00	8/3/2023	Total 37677
Christina Greek	Cell Allowance August 2023	100.00	8/3/2023	37710
Christina Greek	Home Printer/Supplies Allowance August 2023	50.00	8/3/2023	
		150.00	8/3/2023	Total 37710
Churchill's Hardware, Inc.	FD hardware 08/03/23	12.31	8/24/2023	37790
		12.31	8/24/2023	Total 37790
Churchill's Hardware, Inc.	Parks/CC Hardware Supplies 8/3/23	348.25	8/10/2023	37738
		348.25	8/10/2023	Total 37738
Cintas Corporation #622	CC Janitorial Supplies 7/24/23	378.30	8/3/2023	37680
		378.30	8/3/2023	Total 37680
Cintas Corporation #622	CC Janitorial Supplies 8/1/23	240.83	8/10/2023	37739
		240.83	8/10/2023	Total 37739
Cintas Corporation #622	CC Janitorial Supplies 8/15/23	244.52	8/17/2023	37765
		244.52	8/17/2023	Total 37765
Cintas Corporation #622	CC Janitorial Supplies 8/22/23	378.30	8/31/2023	37825
Cintas Corporation #622	CC Janitorial Supplies 8/29/23	167.57	8/31/2023	
		545.87	8/31/2023	Total 37825

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Cintas Corporation #622	CC Janitorial Supplies 8/8/23	378.30	8/10/2023	37739
		378.30	8/10/2023	Total 37739
Comcast	FD88 Internet 7/14-8/13/23	95.00	8/3/2023	37681
		95.00	8/3/2023	Total 37681
Daniel Sarra	Late Submission for Basketball Team Regist. Refund 8/24/23	440.00	8/31/2023	37842
		440.00	8/31/2023	Total 37842
Dawn Avalon	Inst. Pay Tai Chi for Health 7/11-8/01/23	184.80	8/3/2023	37674
		184.80	8/3/2023	Total 37674
Dawn Avalon	Inst. Pay Tai Chi for Health 8/01-8/29/23	211.80	8/31/2023	37822
		211.80	8/31/2023	Total 37822
Dawn Elizabeth Wolfson	DIR Comp Meetings 5/1,2,4,17/23	400.00	8/24/2023	37813
Dawn Elizabeth Wolfson	DIR Comp Meetings 6/6,5,13,21,28/23	500.00	8/24/2023	
Dawn Elizabeth Wolfson	DIR Comp Meetings 7/10,19/23	200.00	8/24/2023	
Dawn Elizabeth Wolfson	DIR Comp Meetings 8/1,7,16/23	300.00	8/24/2023	
		1,400.00	8/24/2023	Total 37813
De Lage Landen Financial Services, Inc.	CSD Copier Lease 08/15-09/14/23 #988441	235.95	8/24/2023	37792
		235.95	8/24/2023	Total 37792
De Lage Landen Financial Services, Inc.	CSD Copier Property Tax pymt 8/19/23 #988441	47.14	8/24/2023	37791
		47.14	8/24/2023	Total 37791

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
De Lage Landen Financial Services, Inc.	FD 88 Copier Lease 8/15-9/14/23	64.35	8/31/2023	37829
		64.35	8/31/2023	Total 37829
De Lage Landen Financial Services, Inc.	FD 89 Copier Lease 8/15-9/14/23	196.82	8/31/2023	37828
		196.82	8/31/2023	Total 37828
De Lage Landen Financial Services, Inc.	FD 89 Property Tax Admin Fee 8/19/23	57.91	8/31/2023	37827
		57.91	8/31/2023	Total 37827
De Lage Landen Financial Services, Inc.	FD88 Copier Lease 7/15-8/14/23	64.35	8/3/2023	37684
		64.35	8/3/2023	Total 37684
De Lage Landen Financial Services, Inc.	FD89 Copier Lease 7/15-8/14/23	196.82	8/3/2023	37683
		196.82	8/3/2023	Total 37683
Delta Dental of California	Dental - September 2023	1,201.88	8/17/2023	37766
		1,201.88	8/17/2023	Total 37766
Department of Justice	4th Qrt Cal Fire FY22/23 #27750 7/21/23	0.00	8/17/2023	37767
Department of Justice	4th Qrt Cal Fire FY22/23 #27753 7/31/23	0.00	8/17/2023	
		0.00	8/17/2023	Total 37767
Department of Justice	FD Pre-emp BG Check July 2023	64.00	8/10/2023	37740
		64.00	8/10/2023	Total 37740
Dept. of Forestry & Fire Protection	4th Qtr FY 22/23 CalFIRE #27750	574,413.87	8/17/2023	37785

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
		574,413.87	8/17/2023	Total 37785
Dept. of Forestry & Fire Protection	4th Qtr FY 22/23 CalFIRE #27753	330,630.11	8/17/2023	37786
		330,630.11	8/17/2023	Total 37786
Dept. of Forestry & Fire Protection	Eastwood Park Improvements Plan 8/18/23	1,191.43	8/31/2023	37830
		1,191.43	8/31/2023	Total 37830
Doug Shultz (Jetair)	FD E288 A/C Repair 7/19/23	2,544.54	8/10/2023	37754
Doug Shultz (Jetair)	FD E289 A/C Repair 7/13/23	2,604.04	8/10/2023	
		5,148.58	8/10/2023	Total 37754
EDC Chamber of Commerce	Registration Leadership El Dorado 23/24	495.00	8/17/2023	37769
		495.00	8/17/2023	Total 37769
Eide Bailly LLP	Accounting Services - July 2023	1,430.00	8/10/2023	37741
		1,430.00	8/10/2023	Total 37741
El Dorado Community Foundation	Reservation Deposit Hall & Social Room Refund 4/05/23	940.00	8/24/2023	37794
		940.00	8/24/2023	Total 37794
El Dorado County Auditor-Controller	LAFCO FY 23/24 Due 8/30/23	5,158.68	8/3/2023	37687
		5,158.68	8/3/2023	Total 37687
El Dorado Irrigation District	Bar J 15A Water/Landscape 5/25-7/24/23	530.71	8/3/2023	37697
		530.71	8/3/2023	Total 37697
El Dorado Irrigation District	Bar J B Water 5/26-7/25/23	466.91	8/3/2023	37698
		466.91	8/3/2023	Total 37698

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 8/1/2023 Through 8/31/2023

<b>Vendor Name</b>	<b>Description</b>	<b>Check Amount</b>	<b>Check Date</b>	<b>Check #</b>
El Dorado Irrigation District	Cameron Valley Water/Landscape 5/17-7/18/23	146.80	8/3/2023	37688
		146.80	8/3/2023	Total 37688
El Dorado Irrigation District	CC Bldg Water/Sewer 5/24-7/28/23	2,049.08	8/3/2023	37704
		2,049.08	8/3/2023	Total 37704
El Dorado Irrigation District	CC Recycle/Water/Sewer 5/24-7/28/23	740.58	8/3/2023	37705
		740.58	8/3/2023	Total 37705
El Dorado Irrigation District	Chardi Water/Landscape 5/19-7/21/23	257.79	8/3/2023	37703
		257.79	8/3/2023	Total 37703
El Dorado Irrigation District	CM Merrychase Restrooms Water/Sewer 5/26-7/28/23	182.50	8/3/2023	37692
		182.50	8/3/2023	Total 37692
El Dorado Irrigation District	CM- Merrychase Water 5/26-7/25/23	5,015.54	8/3/2023	37696
		5,015.54	8/3/2023	Total 37696
El Dorado Irrigation District	CP Lake Water/Sewer 5/24-7/28/23	2,137.01	8/3/2023	37701
		2,137.01	8/3/2023	Total 37701
El Dorado Irrigation District	D. West Water 5/23-7/20/23	2,014.57	8/3/2023	37699
		2,014.57	8/3/2023	Total 37699
El Dorado Irrigation District	Dog Park Water 5/19-7/20/23	418.72	8/3/2023	37694
		418.72	8/3/2023	Total 37694
El Dorado Irrigation District	Eastwood Water 5/16-7/18/23	333.21	8/3/2023	37689
		333.21	8/3/2023	Total 37689



**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

<b>Vendor Name</b>	<b>Description</b>	<b>Check Amount</b>	<b>Check Date</b>	<b>Check #</b>
El Dorado Irrigation District	Eastwood Water 5/17-7/17/23	122.81	8/3/2023	37690
		122.81	8/3/2023	Total 37690
El Dorado Irrigation District	Eastwood Water/Landscape 5/17-7/17/23	78.50	8/3/2023	37700
		78.50	8/3/2023	Total 37700
El Dorado Irrigation District	FD88 Water/Sewer 5/23-7/28/23	516.33	8/3/2023	37693
		516.33	8/3/2023	Total 37693
El Dorado Irrigation District	FD89 Water/Sewer 5/25-7/28/23	1,555.91	8/3/2023	37691
		1,555.91	8/3/2023	Total 37691
El Dorado Irrigation District	Northview Park Water 5/17-7/17/23	217.78	8/3/2023	37702
		217.78	8/3/2023	Total 37702
El Dorado Irrigation District	Rasm Park Water/Sewer 5/25-7/28/23	240.56	8/3/2023	37695
		240.56	8/3/2023	Total 37695
El Dorado Weed Control	CP Lake Chemical Weed Control 7/28/23	709.20	8/3/2023	37706
		709.20	8/3/2023	Total 37706
Epperson Law Group, PC	Legal, Srcvs, Calls, Emails, Mtgs 7/1-7/31/23	144.00	8/10/2023	37742
		144.00	8/10/2023	Total 37742
Eric William Blodgett Aiston	DIR Comp Meeting 7/16/23	100.00	8/3/2023	37671
		100.00	8/3/2023	Total 37671
Eric William Blodgett Aiston	DIR Comp Mtgs 08/01, 02, 03, 07,08, 16 2023	600.00	8/24/2023	37788
		600.00	8/24/2023	Total 37788

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

<b>Vendor Name</b>	<b>Description</b>	<b>Check Amount</b>	<b>Check Date</b>	<b>Check #</b>
Ewing Irrigation Products, Inc.	Chardi Corner Irrigation Parts 8/3/23	22.24	8/17/2023	37770
		22.24	8/17/2023	Total 37770
Ewing Irrigation Products, Inc.	Christa Irrigation Supplies Main water Line Break 7/26/23	110.52	8/3/2023	37707
		110.52	8/3/2023	Total 37707
Ewing Irrigation Products, Inc.	D. West irrigation supplies 08/09/23	180.69	8/24/2023	37795
		180.69	8/24/2023	Total 37795
Ewing Irrigation Products, Inc.	D. West Irrigation Supplies 8/23/23	193.45	8/31/2023	37832
Ewing Irrigation Products, Inc.	Eastwood Park Irrigation Supplies 8/23/23	46.03	8/31/2023	
		239.48	8/31/2023	Total 37832
Executech	MSA, IT Srvcs, August 2023	3,146.06	8/10/2023	37743
		3,146.06	8/10/2023	Total 37743
Gold Country Hardware	Irrigation Parts for Dog Park 8/4/23	68.13	8/17/2023	37771
		68.13	8/17/2023	Total 37771
Hailey Marshall	Mileage Reimb July & August 2023	24.76	8/31/2023	37837
		24.76	8/31/2023	Total 37837
Heartwood Professional Tree Management Inc.	CP Lake Tree Trimming 8/9/23	2,800.00	8/17/2023	37772
		2,800.00	8/17/2023	Total 37772
Hi - Tech E V S, Inc.	FD89 Vehicle Maint. Part 5/19/23	324.39	8/3/2023	37711
		324.39	8/3/2023	Total 37711
Highlander Termite & Pest Control	FD88 Pest Control ACCT#16315 8/9/23	35.00	8/17/2023	37773

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
		35.00	8/17/2023	Total 37773
Highlander Termite & Pest Control	Pest Control 8/8/23	75.00	8/10/2023	37744
		75.00	8/10/2023	Total 37744
Home Depot Credit Services	Parks Misc Hardware Supplies 7/28/23	87.97	8/10/2023	37745
		87.97	8/10/2023	Total 37745
Hunt & Sons Hunt & Sons	FD Bulk Fuel 6/23/23 FD Bulk Fuel 7/7/23	1,683.01 2,281.47	8/17/2023 8/17/2023	37774
		3,964.48	8/17/2023	Total 37774
Hunt & Sons Hunt & Sons	FD Bulk Fuel 8/04/23 FD Bulk Fuel 8/18/23	2,028.43 2,001.91	8/31/2023 8/31/2023	37833
		4,030.34	8/31/2023	Total 37833
Hunt & Sons	FD Vapor Venturi Hose 6/20/23	398.87	8/17/2023	37774
		398.87	8/17/2023	Total 37774
Interwest Consulting Group, Inc.	FD Groc. Outlet (Fire Sprinkler Plan Review) 8/3/23	246.25	8/17/2023	37775
		246.25	8/17/2023	Total 37775
Interwest Consulting Group, Inc.	FD Grocery Outlet 8/28/23	311.20	8/31/2023	37834
		311.20	8/31/2023	Total 37834
Interwest Consulting Group, Inc.	FD Ninas Tagueria Plan Review 7/1-7/27/23	142.50	8/17/2023	37775
		142.50	8/17/2023	Total 37775
Interwest Consulting Group, Inc.	FD Plan Review Air Park Self Storage 7/3-7/26/23	697.50	8/10/2023	37746

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		697.50	8/10/2023	Total 37746
Interwest Consulting Group, Inc.	FD Robin Ln Plans Inspec. 6/13-7/24/23 (FY23/24)	293.75	8/3/2023	37713
		293.75	8/3/2023	Total 37713
Interwest Consulting Group, Inc.	FD Tenant Improvement 8/22/23	382.50	8/31/2023	37834
Interwest Consulting Group, Inc.	FD Tumble Time II- Install Fire Alarm 8/29/23	350.00	8/31/2023	
		732.50	8/31/2023	Total 37834
James Mog	Staff lunch food reimb to J. Mog 08/17/23	96.05	8/24/2023	37800
		96.05	8/24/2023	Total 37800
Jill Ritzman	Cell Allowance August 2023	100.00	8/3/2023	37720
		100.00	8/3/2023	Total 37720
John Doughty	FD Intern Shift Stipend 7/13/23	80.00	8/17/2023	37768
		80.00	8/17/2023	Total 37768
Johnson Controls	CC New Thermostat 7/28/23	874.83	8/3/2023	37714
		874.83	8/3/2023	Total 37714
Jose Cortes	Work Boot Allowance Reimb 7/18/23	150.00	8/3/2023	37682
		150.00	8/3/2023	Total 37682
JS West Propane Gas	Propane Fill, CC & Pool 7/31/23	1,174.21	8/10/2023	37747
		1,174.21	8/10/2023	Total 37747
Kimberly Vickers	Cell Allowance August 2023	100.00	8/3/2023	37730
		100.00	8/3/2023	Total 37730

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Larry McBride	In Lieu Med Benefits - Retired - August 2023	600.00	8/3/2023	37717
		600.00	8/3/2023	Total 37717
Laura Sanders-Ito	Cell Allowance August 2023	50.00	8/3/2023	37721
		50.00	8/3/2023	Total 37721
Life-Assist, Inc.	CPFD 89 EMS Supplies 8/7/23	3,256.11	8/17/2023	37776
		3,256.11	8/17/2023	Total 37776
Life-Assist, Inc.	FD E388 Medical Supplies 7/25/23	1,354.36	8/3/2023	37716
Life-Assist, Inc.	FD Engine Medical Supplies 7/19/23	225.64	8/3/2023	
Life-Assist, Inc.	FD Engine Medical Supplies 7/21/23	143.95	8/3/2023	
		1,723.95	8/3/2023	Total 37716
Lincoln Aquatics (SCP Distributors LLC)	Chlorine Fill, Pool 8/7/23	1,505.31	8/17/2023	37777
		1,505.31	8/17/2023	Total 37777
Lincoln Aquatics (SCP Distributors LLC)	Pool Chems Delivery Fee 08/14/23	35.39	8/24/2023	37797
		35.39	8/24/2023	Total 37797
Liquid Surf and Sail	Parks Boat Trailer 7/18/23	2,548.00	8/10/2023	37748
		2,548.00	8/10/2023	Total 37748
Mad Science of Sacramento Valley	Inst. Pay Eureka camp 07/17-07/21/23	2,664.00	8/24/2023	37799
		2,664.00	8/24/2023	Total 37799
Madison Kakavas	Inst. Pay Cooking with kids Classes 7/1-8/1/23	420.00	8/3/2023	37715
		420.00	8/3/2023	Total 37715
Madison Kakavas	Inst. Pay Cooking with Kids Classes 8/08-8/29/23	180.00	8/31/2023	37835

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
		180.00	8/31/2023	Total 37835
Mark Embry	Annual Pass Refund Due to flooding in the begin. of year	70.00	8/31/2023	37831
		70.00	8/31/2023	Total 37831
Matt Bustabade	Tuition Reimb. FLC summer 2023	151.00	8/17/2023	37763
		151.00	8/17/2023	Total 37763
Michael Grassle	Cell Allowance August 2023	100.00	8/3/2023	37709
		100.00	8/3/2023	Total 37709
Monique Scobey	DIR Comp Meeting 7/19/23	100.00	8/17/2023	37782
		100.00	8/17/2023	Total 37782
Moore Recreation Therapy & Consulting Inc.	Project High Five Consultant Staff Training Inv. 2 8/01/23	16,550.00	8/17/2023	37778
		16,550.00	8/17/2023	Total 37778
Most Dependable Fountains, Inc.	Eastwood Park Imp Project Drinking fountain 8/22/23	5,860.98	8/24/2023	37802
		5,860.98	8/24/2023	Total 37802
Mountain Democrat	Pub Notice- FY 23/24 Voter Approved Debt. 8/4/23	38.75	8/10/2023	37749
		38.75	8/10/2023	Total 37749
Municipal Resource Group LLC	D. Ashton Prof Srvc 7/3-7/19/23	1,187.50	8/17/2023	37779
		1,187.50	8/17/2023	Total 37779
Myung Chong	Inst. Pay Modified Zumba 7/3-7/27/23	145.50	8/3/2023	37678
		145.50	8/3/2023	Total 37678
Myung Chong	Inst. Pay Modified Zumba 8/03-8/31/23	141.00	8/31/2023	37824

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		141.00	8/31/2023	Total 37824
Napa Auto Parts	Battery for Polaris ATV Side by Side 7/28/23 Acct#1687	70.77	8/3/2023	37718
Napa Auto Parts	Parks oil for F250 Truck 7/25/23 Acct#1687	7.50	8/3/2023	
		78.27	8/3/2023	Total 37718
Napa Auto Parts	Torgue Wrench for Repair/ Mark Motor Acct#1687 8/1/23	53.61	8/10/2023	37750
		53.61	8/10/2023	Total 37750
Nebrisa Fish	Cooking with Kids Class Refund Glch in System 7/29/23	140.00	8/3/2023	37708
		140.00	8/3/2023	Total 37708
Nicole Gauthier	First Responder Fee Overpymt, Refund Customer, trip 2/16/23	214.00	8/24/2023	37796
Nicole Gauthier	First Responder Fee Overpymt, Refund Customer, trip 3/13/23	214.00	8/24/2023	
		428.00	8/24/2023	Total 37796
Pathian Administrators	Vision Benefits - September 2023	155.87	8/17/2023	37780
		155.87	8/17/2023	Total 37780
Paychex	Paychex Flex/Mobile fees for July 2023	397.85	8/21/2023	3861955
		397.85	8/21/2023	Total 3861955
Paychex	Paychex Payroll Fees for 08-04-23 PP16	402.85	7/31/2023	2023073101
		402.85	7/31/2023	Total 2023073101
Paychex	Paychex Payroll Fees for 08-18-23 PP17	388.25	8/18/2023	2023081401
		388.25	8/18/2023	Total 2023081401

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
PG&E	Elec. 11 Lamps 7/18-8/15/23	184.96	8/31/2023	37839
		184.96	8/31/2023	Total 37839
PG&E	Elec. 8 Lamps 7/18-8/15/23	134.53	8/31/2023	37838
		134.53	8/31/2023	Total 37838
PG&E	Elec. CP 7/20-8/17/23	3,095.11	8/31/2023	37840
		3,095.11	8/31/2023	Total 37840
PG&E	Elec. CP Lake & New Crn 06/26-07/25/23 FY Splits	2,150.84	8/24/2023	37804
		2,150.84	8/24/2023	Total 37804
PG&E	Elec. LLADs 06/26-07/25/23 FY Splits	11,361.44	8/24/2023	37803
		11,361.44	8/24/2023	Total 37803
PG&E	Elec.& all LP#33 6/20-7/19/23	2,520.21	8/10/2023	37752
		2,520.21	8/10/2023	Total 37752
PG&E	FD 88, 89 & Tower/Carousel Ln 6/26-7/27/23	1,799.02	8/10/2023	37751
		1,799.02	8/10/2023	Total 37751
ProPet Distributors, Inc.	Parks - Dog Waste Bags 8/2/23	310.20	8/10/2023	37753
		310.20	8/10/2023	Total 37753
Rafael Cortes	Eastwood Park Improvement Plan 8/19/23	6,450.00	8/31/2023	37826
		6,450.00	8/31/2023	Total 37826
Ramon Soto	Cell Allowance August 2023	50.00	8/3/2023	37723
		50.00	8/3/2023	Total 37723
RE/MAX Gold	Reservation Hall Deposit Refund 4/19/23	300.00	8/24/2023	37805
		300.00	8/24/2023	Total 37805



**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Rebecca Hutchins	Lap Swims Refund Schedule Conflict 8/1/23	6.00	8/3/2023	37712
		6.00	8/3/2023	Total 37712
Regional Government Services Authority	Final HR Services - June 2023	182.00	8/3/2023	37719
Regional Government Services Authority	GM Recruitment - June 6/19-6/29/23	2,272.50	8/3/2023	
		2,454.50	8/3/2023	Total 37719
Regional Government Services Authority	HR & Recruitment Services July 7/31/23	5,974.65	8/31/2023	37841
		5,974.65	8/31/2023	Total 37841
Ringger Studios	Reservation Hall Deposit Refund 5/6/23	300.00	8/24/2023	37806
		300.00	8/24/2023	Total 37806
River City Masonry	Northview Sound Wall Repair 8/13/23	15,880.00	8/17/2023	37781
		15,880.00	8/17/2023	Total 37781
Robert R. Westphal	Inst. Pay Taekwondo 7/05-8/28/23	443.80	8/31/2023	37849
		443.80	8/31/2023	Total 37849
Shannon Christensen	Swim Lessons Refund Lives in a different State 7/19/23	36.00	8/3/2023	37679
		36.00	8/3/2023	Total 37679
Sierra Nevada Tire & Wheel	FD88 Two New Front Tires 8/02/23	1,893.54	8/31/2023	37843
		1,893.54	8/31/2023	Total 37843
Sierra Security & Fire	FD89 1st Qt. CY 2023 Alarm 3/31/23	90.00	8/3/2023	37722
Sierra Security & Fire	FD89 2nd Qt. CY2023 Alarm 6/30/23	90.00	8/3/2023	

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		180.00	8/3/2023	Total 37722
Sierra Tractor, Inc.	Hydraulic Hases for Tractor 8/23/23	193.25	8/31/2023	37844
		193.25	8/31/2023	Total 37844
Stephen A. Twitchell	Inst. Pay Modified Zumba 7/03-7/27/23	145.50	8/3/2023	37727
		145.50	8/3/2023	Total 37727
Stephen A. Twitchell	Inst. Pay Modified Zumba 8/03-8/31/23	141.00	8/31/2023	37845
		141.00	8/31/2023	Total 37845
Tailored Tree, Inc.	CP Lake Disc Golf/Turtle Pond Weed Abatement 7/27/23	3,200.00	8/3/2023	37725
		3,200.00	8/3/2023	Total 37725
Tailored Tree, Inc.	CSD Lots Weed Abatement FY22/23	3,985.00	8/10/2023	37756
		3,985.00	8/10/2023	Total 37756
Tailored Tree, Inc.	FD Weed Abatement Montclair 6/9/23	4,280.00	8/17/2023	37783
		4,280.00	8/17/2023	Total 37783
Target Specialty Products	Summer Turf Fertilizer 7/28/23	1,722.44	8/3/2023	37726
		1,722.44	8/3/2023	Total 37726
Terry Morrison	First Responder Fee Overpymt, Refund to Customer trip1/6/23	171.43	8/24/2023	37801
		171.43	8/24/2023	Total 37801
The Paint Spot, Inc.	CP Lake Dock Paint & Supplies 8/9/23	96.90	8/17/2023	37784
		96.90	8/17/2023	Total 37784
TPX Communications	Com Center Phones/Internet August 2023	1,028.87	8/10/2023	37757

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
		1,028.87	8/10/2023	Total 37757
Tumble Time Booster	Reservation Deposit Hall Refund 7/29/23	300.00	8/24/2023	37807
		300.00	8/24/2023	Total 37807
Umpqua Bank	Banking Maint Fee for July 2023	77.01	8/22/2023	Bank Maint Fee
		77.01	8/22/2023	Total Bank Maint Fee
Umpqua Bank	Credit Card Merch Fees- Vantiv/Ump July 2023 (Rec 71.7%)	891.60	8/9/2023	Merch Fees
Umpqua Bank	Credit Card Merch Fees- Vantiv/Ump July 2023 (ARC 12.3%)	152.95	8/9/2023	
Umpqua Bank	Credit Card Merch Fees- Vantiv/Ump July 2023 (CC 3.3%)	41.03	8/9/2023	
Umpqua Bank	Credit Card Merch Fees- Vantiv/Ump July 2023 (FD IN 10.6%)	131.81	8/9/2023	
Umpqua Bank	Credit Card Merch Fees- Vantiv/Ump July 2023 (Parks 2.1%)	26.12	8/9/2023	
		1,243.51	8/9/2023	Total Merch Fees
Umpqua Bank	First Responder Fee - NSF bank fee for check #4623 08/09/23	15.00	8/9/2023	FRF account NSF
Umpqua Bank	First Responder Fee - NSF check #4623 08/09/23	214.00	8/9/2023	
		229.00	8/9/2023	Total FRF account NSF
Umpqua Bank	Loan Pymt (Interest) Bldg due 08/01/23	78,900.00	8/8/2023	Loan Pymt
Umpqua Bank	Loan Pymt (Principal) Bldg due 08/01/23	510,000.00	8/8/2023	
		588,900.00	8/8/2023	Total Loan Pymt

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

<b>Vendor Name</b>	<b>Description</b>	<b>Check Amount</b>	<b>Check Date</b>	<b>Check #</b>
Umpqua Bank Commercial Card OPS	Umpqua CC's - July 2023	19,759.61	8/10/2023	37758
		19,759.61	8/10/2023	Total 37758
Valentin DeSantiago	CP Lake Maint. Fence replaced(storm Damage Dec.) 07/24-26/23	10,500.00	8/3/2023	37685
		10,500.00	8/3/2023	Total 37685
Valentin DeSantiago	CP Lake Maint. Repairs Auto Damage to Soccer Field Fence	2,900.00	8/24/2023	37793
		2,900.00	8/24/2023	Total 37793
Verizon Wireless	FD Wireless 6/16-7/15/23	592.14	8/3/2023	37728
		592.14	8/3/2023	Total 37728
Verizon Wireless	FD Wireless 6/16-7/15/23	114.03	8/3/2023	37729
		114.03	8/3/2023	Total 37729
Verizon Wireless	FD Wireless 7/16-8/15/23	784.41	8/31/2023	37846
		784.41	8/31/2023	Total 37846
Verizon Wireless	FD Wireless 7/16-8/15/23	114.03	8/31/2023	37847
		114.03	8/31/2023	Total 37847
Verizon Wireless	Parks Wireless Ipads/Hotspots 07/11-08/10/23	320.89	8/24/2023	37809
		320.89	8/24/2023	Total 37809
Verizon Wireless	Wireless Phones CC, Rec, Parks, CCR 07/11-08/10/23	661.72	8/24/2023	37808
		661.72	8/24/2023	Total 37808
Vermont Systems LLC	Annual Pass Key Fobs 7/31/23	501.90	8/31/2023	37848
		501.90	8/31/2023	Total 37848
Walker's Office Supplies, Inc.	Copier Paper (5) 08/17/23	251.98	8/24/2023	37810

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
		251.98	8/24/2023	Total 37810
West Coast Dance Arts	Inst. Pay Dance Camps & Passes 06/19-06/22/23	413.00	8/24/2023	37811
West Coast Dance Arts	Inst. Pay Dance Camps 07/10-07/13/23	297.50	8/24/2023	
		710.50	8/24/2023	Total 37811
Wilkinson Portables, Inc.	D. West Porta Potty 07/24-08/20/23 #28615	184.33	8/24/2023	37812
		184.33	8/24/2023	Total 37812
Wilkinson Portables, Inc.	D. West Porta Potty Rental 6/26-7/23/23	184.33	8/3/2023	37731
		184.33	8/3/2023	Total 37731
Wittman Enterprises, LLC	First Responder Fees Billing Services 6/28-7/27/23	1,932.00	8/3/2023	37732
		1,932.00	8/3/2023	Total 37732
Report Total		1,888,028.73		

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
	Payroll GL 09/01/23 PP18	41,038.21	9/1/2023	Payroll GL 09/01/23
		41,038.21	9/1/2023	Total Payroll GL 09/01/23
	Payroll GL 09/15/23 PP19	38,575.99	9/15/2023	Payroll GL 09/15/23
		38,575.99	9/15/2023	Total Payroll GL 09/15/23
	Payroll GL 09/29/23 PP20	39,959.62	9/29/2023	Payroll GL 09/29/23
		39,959.62	9/29/2023	Total Payroll GL 09/29/23
Abila	Accounting Software - November 2023	876.79	9/28/2023	37932
		876.79	9/28/2023	Total 37932
AFSCME District Council 57	Union Dues for Payroll PP19 8/27-9/9/23	116.43	9/14/2023	37880
		116.43	9/14/2023	Total 37880
AFSCME District Council 57	Union Dues for Payroll PP20 9/10-9/23/23	116.26	9/28/2023	37933
		116.26	9/28/2023	Total 37933
Airespring Inc.	Internet Broadband Com Cntr/Lake - September 2023	566.15	9/7/2023	37850
		566.15	9/7/2023	Total 37850
Airgas National Carbonation	CO2 Fill, Pool 8/30/23	365.54	9/14/2023	37881
		365.54	9/14/2023	Total 37881
Airgas National Carbonation	CO2 Fill, Pool 9/08/23	346.59	9/21/2023	37913
		346.59	9/21/2023	Total 37913
Airgas National Carbonation	CO2 Fill, Pool 9/11/23	270.17	9/21/2023	37914
		270.17	9/21/2023	Total 37914
Airgas National Carbonation	CO2 Fill, Pool 9/20/23	449.24	9/28/2023	37934
		449.24	9/28/2023	Total 37934

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
Airgas National Carbonation	CO2 Tank Rental 8/31/23	106.37	9/21/2023	37912
		<hr/> 106.37	9/21/2023	Total 37912
Alhambra	Water & Cooler rental 08/30/23	38.53	9/28/2023	37935
		<hr/> 38.53	9/28/2023	Total 37935
Ann Marie Davis	Social Skills Class was cancell Refund low enroll 8/21/23	55.00	9/7/2023	37859
		<hr/> 55.00	9/7/2023	Total 37859
AP Triton, LLC	Feasability Study (10% Rem, Installment) 9/2/23	3,518.50	9/21/2023	37915
		<hr/> 3,518.50	9/21/2023	Total 37915
Arnolds for Awards, Inc.	FD89 Office Supplies Invoice Signature Stamps 9/15/23	42.79	9/28/2023	37936
		<hr/> 42.79	9/28/2023	Total 37936
Ashby Communications, Inc.	Voicemail/Phone issues Service Call 9/1/23	215.00	9/7/2023	37851
		<hr/> 215.00	9/7/2023	Total 37851
AT&T Calnet 3	FD89 Fax Line 8/10-9/9/23	30.92	9/21/2023	37916
		<hr/> 30.92	9/21/2023	Total 37916
Barco Products	CP Lake Memorial Bench 8/22/23	2,071.85	9/28/2023	37938
		<hr/> 2,071.85	9/28/2023	Total 37938
Bliss Power Lawn Equipment Co.	Parks Mower Belt Blade Drive 9/08/23	152.52	9/14/2023	37883
		<hr/> 152.52	9/14/2023	Total 37883
Brighton Energy	CC Solar 8/01-8/31/23	5,482.53	9/7/2023	37852
		<hr/> 5,482.53	9/7/2023	Total 37852
Brighton Energy	FD89 Solar 8/01-8/31/23	1,954.99	9/14/2023	37884

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		1,954.99	9/14/2023	Total 37884
C & H Motor Parts, Inc	FD E-389 Maint. Parts 9/06/23	871.07	9/28/2023	37939
C & H Motor Parts, Inc	FD E-89 Replacement Air Filter 9/19/23	115.71	9/28/2023	
		986.78	9/28/2023	Total 37939
C & H Motor Parts, Inc	FD E288 Repair Parts 9/07/23	1,656.93	9/14/2023	37885
		1,656.93	9/14/2023	Total 37885
California Overhead Door, Inc.	FD89 Maint. Bay Door Repair 8/1/23	1,717.00	9/7/2023	37853
		1,717.00	9/7/2023	Total 37853
California Public Employee's Retirement System	CalPERS 457 for Payroll 09/01/23 PP18	375.00	9/1/2023	1002442979
		375.00	9/1/2023	Total 1002442979
California Public Employee's Retirement System	CalPERS 457 for Payroll 09/15/23 PP19	375.00	9/15/2023	1002452946
		375.00	9/15/2023	Total 1002452946
California Public Employee's Retirement System	CalPERS 457 for Payroll 09/29/23 PP20	375.00	9/29/2023	1002461902
		375.00	9/29/2023	Total 1002461902
California Public Employee's Retirement System	CalPERS Health - September 2023 (Admin)	3,486.58	9/6/2023	1002436977
California Public Employee's Retirement System	CalPERS Health - September 2023 (CC&R)	916.66	9/6/2023	
California Public Employee's Retirement System	CalPERS Health - September 2023 (CC)	1,833.33	9/6/2023	



**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
California Public Employee's Retirement System	CalPERS Health - September 2023 (EE w/h)	1,810.27	9/6/2023	
California Public Employee's Retirement System	CalPERS Health - September 2023 (Parks)	4,961.98	9/6/2023	
California Public Employee's Retirement System	CalPERS Health - September 2023 (Rec)	916.66	9/6/2023	
California Public Employee's Retirement System	CalPERS Health - September 2023 (Ret. Admin 1000)	1,890.94	9/6/2023	
California Public Employee's Retirement System	CalPERS Health - September 2023 (Ret. Fire 3000)	1,696.58	9/6/2023	
California Public Employee's Retirement System	CalPERS Health - September 2023 (Ret. Parks 4000)	1,042.88	9/6/2023	
California Public Employee's Retirement System	CalPERS Health - September 2023 (Ret. Rec 5000)	2,746.26	9/6/2023	
		21,302.14	9/6/2023	Total 1002436977
California Public Employee's Retirement System	CalPERS Retirement - Classic PP18 09-01-23	645.41	9/1/2023	1002442970
		645.41	9/1/2023	Total 1002442970
California Public Employee's Retirement System	CalPERS Retirement - Classic PP19 09-15-23	645.41	9/15/2023	1002452939
		645.41	9/15/2023	Total 1002452939
California Public Employee's Retirement System	CalPERS Retirement - Classic PP20 09-29-23	645.41	9/29/2023	1002461900
		645.41	9/29/2023	Total 1002461900
California Public Employee's Retirement System	CalPERS Retirement - Pepra PP18 09-01-23	4,507.26	9/1/2023	1002442968
		4,507.26	9/1/2023	Total 1002442968

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 9/1/2023 Through 9/30/2023

<b>Vendor Name</b>	<b>Description</b>	<b>Check Amount</b>	<b>Check Date</b>	<b>Check #</b>
California Public Employee's Retirement System	CalPERS Retirement - Pepra PP19 09-15-23	4,258.69	9/15/2023	1002452937
		4,258.69	9/15/2023	Total 1002452937
California Public Employee's Retirement System	CalPERS Retirement - Pepra PP20 09-29-23	4,396.34	9/29/2023	1002461890
		4,396.34	9/29/2023	Total 1002461890
California State University, Sacramento	FD Peck Paramedic Tuition for Fall 8/28-12/15/23 Final	5,000.00	9/28/2023	37944
		5,000.00	9/28/2023	Total 37944
Carbon Copy, Inc.	Copier Count CC&R, Rec, Admin % August 2023	46.54	9/7/2023	37854
Carbon Copy, Inc.	FD89 Copier Count 8/1-8/31/23	10.79	9/7/2023	
		57.33	9/7/2023	Total 37854
CardConnect	Front Desk CC Devices Rental Mthly 8/01-8/31/23	50.00	9/7/2023	37855
		50.00	9/7/2023	Total 37855
Christina Greek	Cell Allowance September 2023	100.00	9/7/2023	37866
		100.00	9/7/2023	Total 37866
Christina Greek	CSDA Conference Reimb August 2023	119.00	9/14/2023	37893
		119.00	9/14/2023	Total 37893
Christina Greek	Home Printer/Supplies Allowance September 2023	50.00	9/7/2023	37866
		50.00	9/7/2023	Total 37866
Christina Greek	Reimb CSDA Conf. August 2023	303.26	9/14/2023	37893
		303.26	9/14/2023	Total 37893

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
Churchill's Hardware, Inc.	FD 89 Hardware, Supplies, Misc 8/31/23	9.09	9/7/2023	37856
		9.09	9/7/2023	Total 37856
Churchill's Hardware, Inc.	Parks/CC Hardware Supplies 8/31/23	492.59	9/14/2023	37886
		492.59	9/14/2023	Total 37886
Cintas Corporation #622	CC Janitorial Supplies 9/26/23	307.24	9/28/2023	37941
		307.24	9/28/2023	Total 37941
Cintas Corporation #622	CC Janitorial Supplies 9/06/23	294.06	9/14/2023	37887
		294.06	9/14/2023	Total 37887
Cintas Corporation #622	CC Janitorial Supplies 9/12/23	244.32	9/21/2023	37917
Cintas Corporation #622	CC Janitorial Supplies 9/19/23	214.92	9/21/2023	
		459.24	9/21/2023	Total 37917
Comcast	FD 88 Internet 8/14-9/13/23	95.00	9/7/2023	37858
		95.00	9/7/2023	Total 37858
Comcast	FD 88 Internet 9/14-10/13/23	95.00	9/28/2023	37943
		95.00	9/28/2023	Total 37943
Comcast	FD 89 Internet 9/11-10/10/23	173.30	9/28/2023	37942
		173.30	9/28/2023	Total 37942
Comcast	FD89 Internet 8/11-9/10/23	163.30	9/7/2023	37857
		163.30	9/7/2023	Total 37857
Dawn Avalon	Inst. Pay Tai Chi for Health 9/05-9/26/23	185.40	9/28/2023	37937
		185.40	9/28/2023	Total 37937

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

<b>Vendor Name</b>	<b>Description</b>	<b>Check Amount</b>	<b>Check Date</b>	<b>Check #</b>
De Lage Landen Financial Services, Inc.	CSD Copier Lease 09/15-10/14/23 #988441	235.95	9/28/2023	37945
		235.95	9/28/2023	Total 37945
Delta Dental of California	Dental - October 2023	1,201.88	9/28/2023	37946
		1,201.88	9/28/2023	Total 37946
Distinctive Recognition, Inc.	FD ARPA Uniforms 7/26/23	14,718.05	9/7/2023	37860
		14,718.05	9/7/2023	Total 37860
EDC Emergency Services Authority	4th Qrt. Dispatch FY 22/23 9/08/23	6,350.01	9/14/2023	37888
		6,350.01	9/14/2023	Total 37888
El Dorado County Water Agency	CP Drainage System Study 09/08/23	20,000.00	9/14/2023	37889
		20,000.00	9/14/2023	Total 37889
El Dorado Irrigation District	Cam Valley Landscape/Water 7/19-9/15/23	102.54	9/28/2023	37947
		102.54	9/28/2023	Total 37947
El Dorado Irrigation District	Eastwood Landscape/Water 7/18-9/15/23	78.50	9/28/2023	37950
		78.50	9/28/2023	Total 37950
El Dorado Irrigation District	Eastwood Water 7/18-9/15/23	106.50	9/28/2023	37949
		106.50	9/28/2023	Total 37949
El Dorado Irrigation District	Eastwood Water 7/19-9/18/23	372.81	9/28/2023	37948
		372.81	9/28/2023	Total 37948
El Dorado Irrigation District	Northview Water 7/18-9/15/23	203.80	9/28/2023	37951
		203.80	9/28/2023	Total 37951

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 9/1/2023 Through 9/30/2023

<b>Vendor Name</b>	<b>Description</b>	<b>Check Amount</b>	<b>Check Date</b>	<b>Check #</b>
El Dorado Weed Control	Disc Golf & Gateway Chemical Weed Control 9/15/23	948.60	9/28/2023	37952
		948.60	9/28/2023	Total 37952
Ewing Irrigation Products, Inc.	D. West Park Irrigation Supplies 8/23/23	193.45	9/7/2023	37862
Ewing Irrigation Products, Inc.	Eastwood Park Irrigation Parts 8/23/23	46.03	9/7/2023	
		239.48	9/7/2023	Total 37862
Ewing Irrigation Products, Inc.	Eastwood Park Irrigation Supplies 8/29/23	295.81	9/14/2023	37890
		295.81	9/14/2023	Total 37890
Executech	MSA, IT Srvcs, September 2023	3,146.06	9/14/2023	37891
Executech	Srvc call turn on ports in main hall for city elections 2023	247.50	9/14/2023	
		3,393.56	9/14/2023	Total 37891
Foothill Auto Service, Inc.	1996 Ford-Bronco Repair Check Engine Light 8/28/23	255.45	9/14/2023	37892
		255.45	9/14/2023	Total 37892
Hangtown Fire Control, Inc.	CC Fire Extinguishers Recertification Labor/changes 9/07/23	268.59	9/14/2023	37894
Hangtown Fire Control, Inc.	CP Lake Fire Exting. Recertification FE's Service 9/07/23	45.00	9/14/2023	
Hangtown Fire Control, Inc.	CP Lake Fire Extinguisher Recertification Fee's 9/07/23	438.87	9/14/2023	
		752.46	9/14/2023	Total 37894
Hankin Specialty Elevators, Inc.	Stage Lift Maint/Repair 8/28/23	1,204.28	9/21/2023	37918
		1,204.28	9/21/2023	Total 37918

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

<b>Vendor Name</b>	<b>Description</b>	<b>Check Amount</b>	<b>Check Date</b>	<b>Check #</b>
Heartwood Professional Tree Management Inc.	Christa McAuliffe Park Emergency Tree work 9/1/23	2,800.00	9/7/2023	37867
		2,800.00	9/7/2023	Total 37867
HFW Enterprises, LLC	FD88 Maintenance 8/15/23	3,298.77	9/7/2023	37868
HFW Enterprises, LLC	FD89 Maintenance 8/21/23	4,316.85	9/7/2023	
		7,615.62	9/7/2023	Total 37868
Highlander Termite & Pest Control	FD89 Pest Controls 9/15/23	75.00	9/28/2023	37954
		75.00	9/28/2023	Total 37954
Hillyard, Inc.	Park/Lake Garbage Liners 8/02/23	647.91	9/21/2023	37919
		647.91	9/21/2023	Total 37919
Hillyard, Inc.	Park/Lake liners, towel rolls, and tissues 9/11/23	988.32	9/28/2023	37955
		988.32	9/28/2023	Total 37955
Hunt & Sons	FD Bulk Fuel 9/01/23	1,993.14	9/14/2023	37895
		1,993.14	9/14/2023	Total 37895
Hunt & Sons	FD Bulk Fuel 9/15/23	2,354.82	9/28/2023	37956
		2,354.82	9/28/2023	Total 37956
Interwest Consulting Group, Inc.	FD Quail Ridge Apartments (Fire Protection Consult.) 8/15/23	216.20	9/7/2023	37869
		216.20	9/7/2023	Total 37869
Interwest Consulting Group, Inc.	FM Plan Review Edison-Sheriff 9/1-9/19/23	222.50	9/28/2023	37957
Interwest Consulting Group, Inc.	FM Plan Review Foothill Self Storage 7/1-8/31/23	317.50	9/28/2023	

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
Interwest Consulting Group, Inc.	FM Sprinkler Insp. E Jones 9/08/23	175.25	9/28/2023	
Interwest Consulting Group, Inc.	FM Tumble Time - Fire Sprinklers 8/1-9/19/23	483.75	9/28/2023	
		1,199.00	9/28/2023	Total 37957
Jill Ritzman	Cell Allowance September 2023	100.00	9/7/2023	37874
		100.00	9/7/2023	Total 37874
John Doughty	FF Intern Shift Stipend 8/3,10,17,31/23	320.00	9/7/2023	37861
		320.00	9/7/2023	Total 37861
JS West Propane Gas	FD 89 Propane #750321 8/01/23	198.79	9/28/2023	37959
		198.79	9/28/2023	Total 37959
Juri Firth	Speaking Spanish Class Refund Low enrollment 8/15/23	120.00	9/7/2023	37863
		120.00	9/7/2023	Total 37863
Kimberly Vickers	Cell Allowance September 2023	100.00	9/7/2023	37878
		100.00	9/7/2023	Total 37878
Kronick, Moskovitz, Tiedemann & Girard	CC&R's Legal June 2023	465.00	9/28/2023	37960
		465.00	9/28/2023	Total 37960
Larry McBride	In Lieu Bens-Retired-September 2023	600.00	9/7/2023	37872
		600.00	9/7/2023	Total 37872
Laura Sanders-Ito	Cell Allowance September 2023	50.00	9/7/2023	37875
		50.00		

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		50.00	9/7/2023	Total 37875
Lewis E. Johnson	Inst. Pay Intro Guitar 9/5-9/26/23	82.80	9/28/2023	37958
		82.80	9/28/2023	Total 37958
Life-Assist, Inc.	FD EMS Supplies 8/25/23	218.79	9/7/2023	37870
Life-Assist, Inc.	FD EMS Supply Restock 8/16/23	1,472.65	9/7/2023	
		1,691.44	9/7/2023	Total 37870
Lincoln Aquatics (SCP Distributors LLC)	CC Back Wash System Pool Pump Room 8/24/23	6,067.87	9/14/2023	37896
		6,067.87	9/14/2023	Total 37896
Lincoln Aquatics (SCP Distributors LLC)	Chlorine Fill, Pool 9/01/23	80.58	9/7/2023	37871
		80.58	9/7/2023	Total 37871
Lincoln Aquatics (SCP Distributors LLC)	Chlorine Fill, Pool 9/12/23	1,655.43	9/21/2023	37920
		1,655.43	9/21/2023	Total 37920
Lincoln Aquatics (SCP Distributors LLC)	Flange Gaskets, Pool 8/29/23	79.38	9/14/2023	37897
		79.38	9/14/2023	Total 37897
Michael Grassle	Cell Allowance September 2023	100.00	9/7/2023	37865
Michael Grassle	Mileage Reimb July & August 2023	188.64	9/7/2023	
		288.64	9/7/2023	Total 37865
Monique Scobey	DIR Comp Meetings August 2023	500.00	9/21/2023	37925
		500.00	9/21/2023	Total 37925



**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Mountain Democrat	Ads- GM Recruitment 8/7-8/18/23	280.00	9/14/2023	37898
		280.00	9/14/2023	Total 37898
MRJ Maintenance Services	CC Fire Commercial Hood cleaning inspection 9/07/23	475.00	9/14/2023	37899
		475.00	9/14/2023	Total 37899
Myung Chong	Inst. Pay Modified Zumba 9/4-9/28/23	121.50	9/28/2023	37940
		121.50	9/28/2023	Total 37940
Napa Auto Parts	CP Lake Exmark Mower Bearings 9/13/23	133.72	9/28/2023	37961
Napa Auto Parts	CP Lake Exmark Mower Pressure Gauge 9/13/23	27.85	9/28/2023	
		161.57	9/28/2023	Total 37961
Napa Auto Parts	CP Lake Oil, Antifreeze, and tube kit 9/19/23	58.42	9/21/2023	37921
		58.42	9/21/2023	Total 37921
Napa Auto Parts	Lake - Twax Hard Shell Paste/Tools 8/28/23	26.47	9/14/2023	37900
		26.47	9/14/2023	Total 37900
Pathian Administrators	Vision Benefits - October 2023	155.87	9/14/2023	37901
		155.87	9/14/2023	Total 37901
Paychex	Paychex Flex/Mobile fees for August 2023	365.15	9/20/2023	3983086
		365.15	9/20/2023	Total 3983086
Paychex	Paychex Payroll Fees for 09-01-23 PP18	297.00	9/1/2023	2023082801
		297.00	9/1/2023	Total 2023082801
Paychex	Paychex Payroll Fees for 09-15-23 PP19	293.35	9/15/2023	2023091101

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 9/1/2023 Through 9/30/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		293.35	9/15/2023	Total 2023091101
Paychex	Paychex Payroll Fees for 09-29-23 PP20	282.40	9/29/2023	2023092501
		282.40	9/29/2023	Total 2023092501
PG&E	Elec. 07/26-08/23/23 LLADs	11,434.96	9/21/2023	37922
		11,434.96	9/21/2023	Total 37922
PG&E	Elec. 7/26-8/23/23 FD 88, 89, Tower & Carousel Ln	1,909.32	9/14/2023	37902
		1,909.32	9/14/2023	Total 37902
PG&E	Elec. Baro Ct. 8/17-9/17/23	2.63	9/28/2023	37963
		2.63	9/28/2023	Total 37963
PG&E	Elec. CP Lake 7/26-8/23/23	2,078.63	9/21/2023	37923
		2,078.63	9/21/2023	Total 37923
PG&E	LLAD U6 Elec. 111 St Lights 5/26-6/26,6/27-7/26,7/27-8/...	4,483.52	9/28/2023	37962
		4,483.52	9/28/2023	Total 37962
Pitney Bowes Bank Inc. - Purchase Power	Postage Meter refill (dept % costs for 7/15-08/31/23)	200.00	9/28/2023	37965
		200.00	9/28/2023	Total 37965
Pitney Bowes Global Financial Services	Mailstation Annual Equip Tax Fees FY 23/24	8.84	9/28/2023	37964
		8.84	9/28/2023	Total 37964
ProPet Distributors, Inc.	Parks - Dog Waste Bags 9/07/23	310.20	9/14/2023	37903
		310.20	9/14/2023	Total 37903
Ramon Soto	Cell Allowance September 2023	50.00	9/7/2023	37876
		50.00	9/7/2023	Total 37876

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

<b>Vendor Name</b>	<b>Description</b>	<b>Check Amount</b>	<b>Check Date</b>	<b>Check #</b>
Regional Government Services Authority	Consultant Reimb Expenses for Randolph 7/31/23	133.03	9/7/2023	37873
		133.03	9/7/2023	Total 37873
Regional Government Services Authority	Contract Services for GM Recruit - August 2023	3,706.30	9/21/2023	37924
		3,706.30	9/21/2023	Total 37924
Riverview International Trucks, Inc.	FD89 E-89 Maint. 9/20/23	365.50	9/28/2023	37966
		365.50	9/28/2023	Total 37966
Robert A. Godwin	Men's BB Officiating & Scorekeeping 8/29/23	240.00	9/7/2023	37864
		240.00	9/7/2023	Total 37864
Robert A. Godwin	Men's BB Officiating & Scoring 9/12,19,26/23	720.00	9/28/2023	37953
		720.00	9/28/2023	Total 37953
SCI Consulting Group	LLAD's Assesment Admin/CC&R's 8/20/23	15,200.14	9/14/2023	37904
		15,200.14	9/14/2023	Total 37904
Sidney Arthur Bazett	DIR Comp Meetings 8/1,8,16/23	300.00	9/14/2023	37882
		300.00	9/14/2023	Total 37882
SiteOne Landscape Supply	Bar J 15a LLAD Irrigation Supplies(Power-Loc Coup.) 9/12/23	61.29	9/21/2023	37926
		61.29	9/21/2023	Total 37926
SiteOne Landscape Supply	Northview Irrigation Supplies 9/07/23	6.59	9/14/2023	37905
		6.59	9/14/2023	Total 37905

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Ski Air Incorporated	FD89 HVAC Repair 8/30/23	633.93	9/14/2023	37906
		633.93	9/14/2023	Total 37906
Solitude Lake Management LLC	CP Lake Annual Maint. 8/1-8/31/23	208.00	9/21/2023	37927
		208.00	9/21/2023	Total 37927
State Industrial Products	Parks Chemicals 9/08/23	781.65	9/14/2023	37907
		781.65	9/14/2023	Total 37907
Stephen A. Twitchell	Inst. Pay Modified Zumba 9/4-9/28/23	121.50	9/28/2023	37967
		121.50	9/28/2023	Total 37967
Target Specialty Products	Fall Turf Grass Seed & Fertilizer 9/19/23	5,208.20	9/21/2023	37928
		5,208.20	9/21/2023	Total 37928
TPX Communications	Com Center Phones/Internet September 2023	1,075.13	9/14/2023	37908
		1,075.13	9/14/2023	Total 37908
Umpqua Bank	Banking Maint Fee for August 2023	68.35	9/20/2023	Bank Maint Fee
		68.35	9/20/2023	Total Bank Maint Fee
Umpqua Bank	Credit Card Merch Fees-Vantiv/Ump March 2023 (Rec 47%)	537.29	9/11/2023	Merch Fees
Umpqua Bank	Credit Card Merch Fees-Vantiv/Ump March 2023 (ARC 6.8%)	77.73	9/11/2023	
Umpqua Bank	Credit Card Merch Fees-Vantiv/Ump March 2023 (CC 14.7%)	168.04	9/11/2023	
Umpqua Bank	Credit Card Merch Fees-Vantiv/Ump March 2023 (FD IN 29.3%)	334.95	9/11/2023	

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

<b>Vendor Name</b>	<b>Description</b>	<b>Check Amount</b>	<b>Check Date</b>	<b>Check #</b>
Umpqua Bank	Credit Card Merch Fees- Vantiv/Ump March 2023 (Parks 2.2%)	25.15	9/11/2023	
		1,143.16	9/11/2023	Total Merch Fees
Umpqua Bank	Umpqua Bank Ops Acct Overdraft Fee 9/7/23	35.00	9/7/2023	Payroll GL 09/15/24
		35.00	9/7/2023	Total Payroll GL 09/15/24
Umpqua Bank Commercial Card OPS	Umpqua CC's - August 2023	4,948.93	9/14/2023	37909
		4,948.93	9/14/2023	Total 37909
Verizon Business	FD Business Lines 8/10/23	5.39	9/7/2023	37877
		5.39	9/7/2023	Total 37877
Verizon Business	FD Business Lines 9/10/23	5.39	9/28/2023	37968
		5.39	9/28/2023	Total 37968
Verizon Wireless	CSD Wireless 8/11-9/10/23	553.81	9/21/2023	37929
		553.81	9/21/2023	Total 37929
Verizon Wireless	Parks Wifi, Hotspots, etc. 8/11-09/10/23	320.89	9/21/2023	37930
		320.89	9/21/2023	Total 37930
Western Fire Supply	ARPA Uniforms 7/26/23	5,320.19	9/7/2023	37879
		5,320.19	9/7/2023	Total 37879
Wex Bank	FD OOA Fuel August 2023	1,952.90	9/14/2023	37910
		1,952.90	9/14/2023	Total 37910
Wilkinson Portables, Inc.	D. West Porta Potty Rental ID:28615 8/21-9/17/23	184.33	9/21/2023	37931
		184.33	9/21/2023	Total 37931
Wittman Enterprises, LLC	First Responder Fees Billing Services 07/27-8/30/23	1,820.00	9/14/2023	37911

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 9/1/2023 Through 9/30/2023

Vendor Name	Description	Check Amount	Check Date	Check #
		1,820.00	9/14/2023	Total 37911
Zoll Medical Corporation	FD EMS Supply Restock 8/31/23	262.76	9/28/2023	37969
		262.76	9/28/2023	Total 37969
Report Total		335,316.98		

*Cameron Park  
Community Services District*



## **Agenda Transmittal**

**DATE:** October 03, 2023

**FROM:** Christina Greek, Finance Officer

**AGENDA ITEM #4B:** **FINANCE & ADMINISTRATION REPORT**

**RECOMMENDED ACTION:** Receive and File

### Administration and Finance

The following is a list of the Finance Department's activities during September 2023 and the focus for October 2023.

### Monthly Department Financial Reporting

Tasks the accounting office staff has been working on during the month of September and will continue into October:

- Bank Interest calculations
- Credit Card reconciliation & fee allocations
- Copier fee allocations
- Payroll changes - rehires, new hires, separations.
- Ongoing Audit requests
- Fraud attempts, checks and ACH - added positive pay to ACH's.
- VOID lost checks/invoices & reissue (lost in mail, etc.)
- Ongoing Vendor/W9 updates to Abila
- Ongoing IT issues, computer inventory, server room review contract, tickets, on site visits
- Terminated seasonal employees
- Revised job coding for seasonal staff within payroll system
- Employment Verifications
- PG&E streetlight information provided to Parks Superintendent
- First responder fee account updates/refunds
- Update Benefits Spreadsheet, SSA1945 Forms, I-9's, etc.
- EOM reports for Payroll
- Cash at the county monthly reconciliation
- Bank reconciliations

- Monthly revenue and expenditure reporting to department heads
- Staff reports and agenda review for Budget and Administration Committee
- Staff reports for BOD meeting
- Collecting and uploading information requested from AP Triton
- Analysis of FY22/23
- Audit preparation FY22/23
- Year-end Journal entry preparation FY 22/23
- Fund 07 FY 23/24 budget presented to BOD
- Board Clerk duties
- GO Bond calculations to the county
- Fiscal Year 2022-23 Mitigation Fee Act Annual Reporting

In October we will continue to work AP Triton and meet with Don Ashton to calculate tax revenue for limited services areas vs all services for the current annexation process.





September 21, 2023

Mr. Eric Aiston  
President, Board of Directors  
Cameron Park Community Services District  
2502 Country Club Drive  
Cameron Park, California 95682

**Re: No Paid Property/Liability Claims in 2022-23**

Dear Mr. Aiston,

This letter is to formally acknowledge the dedicated efforts of the Cameron Park Community Services District's Governing Body, management, and staff towards proactive risk management and loss prevention training. Your agency's efforts have resulted in no "paid" property/liability claims for program year 2022-23. A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year and excludes property claims. This is a great accomplishment!

In addition to this annual recognition, members with no "paid" claims during 2022-23 earned one credit incentive point (CIP), thereby reducing their annual contribution amount.

As SDRMA is dedicated to serving its members and preventing claims, we would appreciate your agency taking a moment and sharing with us what made your District successful in preventing property/liability losses. Our goal is to incorporate your successful ideas and suggestions into our loss prevention programs to benefit all members of SDRMA. Please forward any comments or suggestions to us at [memberplus@sdrma.org](mailto:memberplus@sdrma.org).

On behalf of the SDRMA Board of Directors and staff, it is my honor to congratulate the Governing Body, management, and staff for their commitment to proactive risk management and loss prevention training.

Sincerely,  
Special District Risk Management Authority

Sandy A. Seifert-Raffelson, President  
Board of Directors