



CAMERON PARK COMMUNITY SERVICES DISTRICT

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

AGENDA

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

REGULAR BOARD MEETING Wednesday, November 14, 2018 6:30 p.m.

Board Members

Holly Morrison	President
Margaret Mohr	Vice President
Monique Scobey	Board Member
Greg Stanton	Board Member
Ellie Wooten	Board Member

Notice to the Public

An AGENDA in FINAL FORM is located in the Reception area in the District Office and posted at each of the Cameron Park Fire Stations and on the District's website at www.cameronpark.org. Support material is available for public inspection at the District Office and on the District website. Sessions of the Board of Directors may be recorded and members of the audience are asked to give their name and address before addressing the Board.

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

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

AGENDA

CALL TO ORDER.

1. Roll Call
 2. Pledge of Allegiance
-

ADOPTION OF THE AGENDA

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

3. Adopt the Agenda
-

RECOGNITIONS AND PRESENTATIONS

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

4. Recognition in memory of Melissa Brackins for her service to the District
 5. Recognition West, Wyatt, & Will Anderson - Eagle Scout Projects at Cameron Park Lake
 6. Recognition Greg Stanton, Member, Board of Directors for his service to the District
-

APPROVAL OF CONSENT AGENDA

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

7. Conformed Agenda – Board of Directors Meeting, October 17, 2018
 8. Conformed Agenda – Parks & Recreation Meeting, October 1, 2018
 9. Staff Reports
 - a. General Manager
 - b. Administration Department
 - o Check Register
 - c. Fire Department (to be distributed at meeting)
 - d. Recreation Department
 - e. Parks & Facilities Department
 - f. Covenants, Conditions & Restrictions (CC&R) Department
-

AGENDA

OPEN FORUM FOR NON-AGENDA ITEMS

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

GENERAL BUSINESS

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

10. Items removed from the Consent Agenda for discussion
 11. Solicit Board Member Requests for Committee Assignments (J. Ritzman)
 12. **APPROVE** Sports Fields Use Fees, Pool Use Fees, CC&R Amendment Administrative Fee, and Architecture Review Fees (J. Ritzman)
 13. **RECEIVE & FILE** First Quarter Budget to Actuals Report (V. Neibauer)
-

BOARD INFORMATION ITEMS

At this time, the Board and staff are provided the opportunity to speak on various issues. Direction by the President may be given; however, no action may be taken unless the Board agrees to include the matter on a subsequent agenda.

14. General Matters to/from Board Members and Staff
 15. Local Area Formation Commission (LAFCO)
 16. Committee Reports
 - Budget & Administration
 - Covenants, Conditions & Restrictions (CC&R)
 - Fire & Emergency Services
 - Parks & Recreation
-

PUBLIC COMMENT

At this time, members of the public may speak on any closed session agenda item.

Closed sessions may be called as necessary for personnel, litigation, and labor relations or to meet the negotiator prior to the purchase, sale, exchange, or lease of real property. Members of the public may address the Board prior to closing the meeting.

AGENDA

CONVENE TO CLOSED SESSION

The Board will recess to closed session to discuss the following item(s):

17. Pursuant to California Government Code §54957(B)(1)

Consider the appointment employment, or performance, discipline or dismissal of a public employee or to hear complaints or charges brought against the employee by another person or employee unless the employee requests a public session.

Unrepresented Employee of the District – General Manager

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION

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

ADJOURNMENT



CAMERON PARK COMMUNITY SERVICES DISTRICT

2502 Country Club Drive
Cameron Park, CA 95682
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www.cameronpark.org

CONFORMED AGENDA

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

REGULAR BOARD MEETING Wednesday, October 17, 2018 6:00 p.m.

Board will convene into Closed Session after Public Comment.

Board Members

Holly Morrison	President
Margaret Mohr	Vice President
Monique Scobey	Board Member
Greg Stanton	Board Member
Ellie Wooten	Board Member

Notice to the Public

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CONFORMED AGENDA

CALL TO ORDER – 6:00pm

1. Roll Call – HM, MM, MS, GS, EW
 2. Pledge of Allegiance
-

PUBLIC COMMENT ON CLOSED SESSION

At this time, members of the public may speak on any Closed Session agenda item.

Closed Sessions may be called as necessary for personnel, litigation, and labor relations or to meet the negotiator prior to the purchase, sale, exchange or lease of real property. Members of the public may address the Board prior to closing the meeting.

3. Public Comment
 - None
-

CONVENE TO CLOSED SESSION

The Board will recess to Closed Session to discuss the following items:

- Conference with Legal Counsel – Anticipated Litigation
 - Government Code Section 54956.9(b)
-

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION – 6:35pm

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

- *Direction given to staff*
-

ADOPTION OF THE AGENDA

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

4. Adopt the Agenda

Motion to adopt the Agenda.

GS/EW - Motion passed

Ayes – HM, MM, MS, GS, EW

Noes – None

Abstain – None

Public Comment - None

CONFORMED AGENDA

RECOGNITIONS AND PRESENTATIONS

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

- *Recognition of Special Projects Coordinator Kathy Matranga-Cooper.*
-

APPROVAL OF CONSENT AGENDA

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

5. Conformed Agenda – Board of Directors Meeting, September 19, 2018
6. Conformed Agenda – Board of Directors Special Meeting, October 11, 2018
7. Conformed Agenda – Parks & Recreation Meeting, September 10, 2018
8. Staff Reports
 - a. General Manager – *This items was pulled for discussion*
 - b. Administration Department
 - o Check Register
 - c. Fire Department – *This items was pulled for discussion*
 - d. Recreation Department
 - e. Parks & Facilities Department
 - f. Covenants, Conditions & Restrictions (CC&R) Department
9. Conflict of Interest Code, Final – Informational

Motion to adopt the Consent Agenda.

MM/MS - Motion passed

Ayes – HM, MM, MS, GS, EW

Noes – None

Abstain – None

Public Comment - None

CONFORMED AGENDA

OPEN FORUM FOR NON-AGENDA ITEMS

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- Bill Carey, Felicity Carlson, Barbara Rogers

GENERAL BUSINESS

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

10. Items removed from the Consent Agenda for discussion

8. Staff Reports

- a. General Manager*
- c. Fire Department*

11. **PUBLIC HEARING** - Intention to form the Community Facilities District for the Bell Woods Development and the Levy of Special Taxes to Fund Certain Services (J. Ritzman)

CLOSE PUBLIC HEARING AND RE-OPEN FOR PUBLIC COMMENT ON AGENDA ITEM #10

CLOSE PUBLIC COMMENT FROM AGENDA ITEM #10 AND RECONVENE TO PUBLIC HEARING

A. Adopt a Resolution Forming the CFD (No. 2018-19) with the following correction – Page 2 of 10; Section 5 – Add year to the document recording date.

GS/EW - Motion passed
Ayes – HM, MM, MS, GS, EW
Noes – None
Abstain – None
Public Comment - None

CONFORMED AGENDA

- B. Adopt a Resolution Calling a Special Election of the Qualified Electors of the Territory to be Included in the Formation the CFD (No. 2018-20).

GS/MM - Motion passed
Ayes – HM, MM, MS, GS, EW
Noes – None
Abstain – None
Public Comment - None

- C. Conduct a Special Election on the CFD formation during which the canvassing board opens the ballots, tallies the vote, and announces the results of the special election.

- 35 Yes Votes and 0 No Votes were received

- D. Adopt a Resolution Declaring Results of Special Tax Election, Determining Validity of Prior Proceedings, and Directing Recording of Notice of Special Tax Lien (No. 2018-21).

MS/EW - Motion passed
Ayes – HM, MM, MS, GS, EW
Noes – None
Abstain – None
Public Comment - None

12. **APPROVE** Policy Revisions for No. 2040 (Sick Leave), No. 2210 (Harassment) and No. 1050 (Public Records Act) (J. Ritzman)

Motion to approve the Policy Revision for No. 2040 (Sick Leave), No. 2210 (Harassment) and No. 1050 (Public Records Act)

MS/GS - Motion passed
Ayes – HM, MM, MS, GS, EW
Noes – None
Abstain – None
Public Comment - None

CONFORMED AGENDA

13. **APPROVE** Proposed User Fees for Community Center (J. Ritzman)

Motion to approve the Proposed User Fees for Community Center

MS/EW - Motion passed

Ayes – HM, MM, MS, GS, EW

Noes – None

Abstain – None

Public Comment – Barbara Rogers, Roberta Rimbault, Eric Ainston

14. **APPROVE** Accountability Act Report for Fiscal Year 2016-17, 2017-18 (V. Neibauer)

Motion to approve the Accountability Act Report for Fiscal Year 2016-17, 2017-18

EW/MS - Motion passed

Ayes – HM, MM, MS, GS, EW

Noes – None

Abstain – None

Public Comment - None

15. **APPROVE** New Board Ad Hoc Committee for Solar Power (J. Ritzman)

Motion to approve the New Board Ad Hoc Committee for Solar Power and nominate Monique Scobey and Margaret Mohr for the committee

GS/EW - Motion passed

Ayes – HM, MM, MS, GS, EW

Noes – None

Abstain – None

Public Comment - None

BOARD INFORMATION ITEMS

At this time, the Board and staff are provided the opportunity to speak on various issues. Direction by the President may be given; however, no action may be taken unless the Board agrees to include the matter on a subsequent agenda.

16. General Matters to/from Board Members and Staff

MM – Halloween Carnival this weekend. Red Cross fire installation at Cameron Park Mobile Estates on November 10th.

CONFORMED AGENDA

MS – Attended Senior Lunch; Met Eagle Scouts working at Cameron Park Lake; Concerns about Cal-OSHA issue; Possibly have CC&R Committee use local clubs for neighborhood cleanup.

GS – There is a County Cleanup Program – possibly partner with county for neighborhood cleanup.

EW – Attended Gold Rush Barber Shop Chorus Fundraiser recently – possibly consider for a CPCSD Fundraiser?

HM – Halloween event at the lake is coming up. CC&R Workshop on October 23rd; Candidate Forum on October 24th; Election day is November 6th – please vote!; Fire & Emergency Services and Budget & Administration Committee meetings have been moved to November 13th.

17. Local Area Formation Commission (LAFCO)

HM – Recently attended CA LAFCO conference in Yosemite.

18. Committee Reports

- Budget & Administration
 - *Quarterly Budget Reports are coming in November.*
- Covenants, Conditions & Restrictions (CC&R)
 - *None*
- Fire & Emergency Services
 - *None*
- Parks & Recreation
 - *New Community Center fees; new park entry signs; fishing education program; Summer Spectacular expenses; possibly doing a fundraiser for Summer Spectacular.*

ADJOURNMENT- 9:13pm

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



**Parks & Recreation Committee
Monday, October 1, 2018
6:30 p.m.**

**Cameron Park Community Services District
2502 Country Club Drive, Cameron Park**

Conformed Agenda

Members: Chair Director Monique Scobey (MS), Vice Chair Director Greg Stanton (GS)
Alternate Director Holly Morrison (HM)
Staff: General Manager Jill Ritzman, Recreation Supervisor Tina Helm,
Parks Superintendent Mike Grassle

CALL TO ORDER - 7:15pm

ROLL CALL – GS, MS

APPROVAL OF AGENDA - Approved

APPROVAL OF CONFORMED AGENDA – Move to the Board of Directors Meeting

OPEN FORUM – Lydia Roseby

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

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

DEPARTMENT MATTERS

PUBLIC COMMENT

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

1. **Review Summer Spectacular 2018 Revenues & Expenditures and Discuss Opportunities for Additional Sponsorships** (J. Ritzman, T. Helm; 2018 Summer Spectacular Revenues/Expenditures)
2. **Review and Discuss Proposed User Fees for Community Center and Sports Field Use** (J. Ritzman, T. Helm) – *(Attachments provided at meeting)*
3. **Review Fishing Education Program at Cameron Park Lake** (M. Grassle – oral report)
4. **Provide Feedback Park Entry Signs for Grant Proposal** (M. Grassle - oral report)
5. **Staff Written Reports & Updates** (T. Helm and M. Grassle)
6. **Items for the November Committee Agenda**
 - *Fishing Education Program at Cameron Park Lake*
7. **Items to take to the Board of Directors**
 - *Approval of Conformed Agenda*
 - *Proposed User Fees for Community Center*

MATTERS TO AND FROM COMMITTEE MEMBERS

- *MS attended Senior Lunch last Monday – feedback from attendees is that volunteers and food are amazing; Sam Bradley would like to put together a history of CP parks.*
- *GS went to Skate Park – grounds look good and drinking fountain is fixed; 10/23 unlimited green waste curbside pickup; keep Frisbee golf on radar.*

ADJOURNMENT – 8:47pm



Agenda Transmittal

DATE: November 14, 2018

FROM: Jill Ritzman, General Manager

AGENDA ITEM #9A: **GENERAL MANAGER'S REPORT**

RECOMMENDED ACTION: **RECEIVE AND FILE**

In October, I attended the Commission on Aging Meeting at the Veteran's Memorial Hall in Placerville, and had an opportunity to learn about their programs and toured their facility. The Commission asked for a presentation from District for their February meeting. Jo Ann Perry, President of the Senior Leadership Council, will be joining me. I also attended the Senior Leadership Council meeting in October.

Lourdes Erdalin, Marshall Medical Center and the District is teaming up with a new partner, the Tribe, for the health and wellness event in 2019. Lourdes, Kim Stoll and staff have met on two occasions and have targeted Fall of 2019 for this new event.

The employees who report directly to me, the Finance/HR Officer, Parks & Facilities Superintendent, Recreation Supervisor and CC&R Compliance Officer received a performance review. All District employees will begin receiving regular performance evaluations.

In November, I attended the El Dorado Solid Waste Advisory Committee meeting, and Leadership El Dorado met at Rainbow Orchards for their workshop about the County's agriculture. On Friday, I will meet with Kevin Loewen, General Manager at El Dorado Hills Community Services District, to discuss their Bass Lake park initiative.

And lastly, this month I am celebrating my one year anniversary with the District. Much has changed since I walked in the front door. The best part now is arriving to find a bustling, active office with District employees who are engaging with each other and the community in a constructive, positive manner.



Agenda Transmittal

DATE: November 14, 2018

FROM: Vicky Neibauer, Finance and Human Resources Officer

AGENDA ITEM #9B: ADMINISTRATIVE REPORT

RECOMMENDATION: RECEIVE AND FILE

On the IT Front

- Abila implementation including vendor training is complete.

Human Resources

- The newly approved Harassment policy was presented to staff during an “All Staff Meeting” held November 1 along with the Emergency Action Plan and the recently approved Employees Memorandum of Understanding changes.
- Staff will be taking training directed at Human Resources for Special Districts in November.

Budget/Finance

- Staff met with VTD and determined an exit strategy within their existing contract amount. VTD’s work should be finished with the completion of audits for FY 2016-17 and FY 2017-18 which are scheduled for the beginning of Calendar Year 2019.
- We are now receiving training from VTD to perform the General Ledger accounting functions that VTD currently completes for us; for example, reconciliations, journal vouchers, cash disbursements, etc. Staff will also be an essential part of the audit preparation and continuing process.
- Financial Reports for July through October have been completed and presented to Managers with a General Fund Summary presented in this Board packet.
- Completed Developer Impact Fee Report and the Accountability Act Report Fiscal Years 16-17 and 17-18.

- Completed reconciliation for Fiscal Years 16-17 and 17-18 and moving cash from County for Landscape and Lighting Assessment Districts (LLADs) and Covenants, Conditions & Restrictions (CC&Rs);
- Researched stale-dated checks as old as 2013, contacted payees where possible, and voided and reissued checks.
- Financial projects for the coming month include the following:
 - Coordination of dual audit and Postretirement benefits obligations (OPEB) actuarial report scheduling;
 - Year-end closing (once County has closed and year end reports are received);
 - Coordination of NCSDIA Workers Compensation Insurance cancellation (NCSDIA/SDRMA) along with initiation of SDRMA Workers Compensation Insurance;
 - Mid-year Budget package.

Check Register

- The check register for October 2018 is attached.

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 10/1/2018 Through 10/31/2018

Check Date	Check Number	Check Amount	Vendor Name	Description
10/4/2018	29047	136.22	Airgas National Carbonation	Co2 - Pool
	Total 29047	136.22		
10/4/2018	29048	59.15	Alhambra	Water srvc/cooler 09/06/18
	Total 29048	59.15		
10/4/2018	29049	154.20	Dawn Avalon	Inst. Tai Chi classes 08/01-09/30/18
	Total 29049	154.20		
10/4/2018	29050	519.75	Blue Ribbon Personnel Services	Temp 09/17-09/23/18 JS
	Total 29050	519.75		
10/4/2018	29051	923.00	Buckeye Union School District	Kids Camp transp. July 2018
10/4/2018		1,584.00	Buckeye Union School District	Summer Spect. shuttle service June 2018
	Total 29051	2,507.00		
10/4/2018	29052	126.00	Judy Bujold	Inst. Photo class October
	Total 29052	126.00		
10/4/2018	29053	10.13	C & H Motor Parts, Inc	FD88 auto parts
	Total 29053	10.13		
10/4/2018	29054	170.42	Camerado Glass	Com Cntr Bulletin Board Plexiglass
	Total 29054	170.42		
10/4/2018	29055	50.00	CardConnect	Lease Bolt CC devices Sept 2018
	Total 29055	50.00		
10/4/2018	29056	379.80	Myung Chong	Inst. Mod Zumba Sept 2018
	Total 29056	379.80		
10/4/2018	29057	59.27	Churchill's Hardware, Inc.	Hardware/Supplies 9/19-9/26/18
	Total 29057	59.27		
10/4/2018	29058	286.41	Cintas Corporation #622	Com Cntr Janitorial Supplies 09/27
	Total 29058	286.41		

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 10/1/2018 Through 10/31/2018

Check Date	Check Number	Check Amount	Vendor Name	Description
10/4/2018	29059	100.00	Sara Dequine	Gazebo rental dep refund for 09/22
	Total 29059	100.00		
10/4/2018	29060	678.00	DSA Technologies, Inc	1 yr Meraki Cloud renewal
	Total 29060	678.00		
10/4/2018	29061	12.00	El Dorado County Sheriff's Office	Livescan 8/6/18
	Total 29061	12.00		
10/4/2018	29062	98.83	Ewing Irrigation Products, Inc.	D. West Irrig Supplies
10/4/2018		100.12	Ewing Irrigation Products, Inc.	Parks - Irrig Supplies
	Total 29062	198.95		
10/4/2018	29063	40.00	Diane Foos	Net Play cancelled, refund
	Total 29063	40.00		
10/4/2018	29064	501.78	Foothill Auto Service, Inc.	Repair/Maint 99 Ford Exp - Parks
	Total 29064	501.78		
10/4/2018	29065	40.00	Mahnaz Foroudi	Net Play cancelled, refund
	Total 29065	40.00		
10/4/2018	29066	1,150.00	Frank Carson Landscape & Maint. Inc	Aeration Park & Ballfields
	Total 29066	1,150.00		
10/4/2018	29067	75.00	Tina Lynn Goins	E Newsletter Oct 2018
	Total 29067	75.00		
10/4/2018	29068	100.00	Michael Grassle	Cell Allowance Oct 2018
10/4/2018		132.98	Michael Grassle	Milieage - M. Grassle Sept 2018
	Total 29068	232.98		
10/4/2018	29069	32,412.00	Gudgel Roofing, Inc.	Roofing Repair/Replace
	Total 29069	32,412.00		
10/4/2018	29070	60.00	Bettina S. Helm	Cell Allowance Oct 2018
	Total 29070	60.00		

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 10/1/2018 Through 10/31/2018

Check Date	Check Number	Check Amount	Vendor Name	Description
10/4/2018	29071	75.00	Highlander Termite & Pest Control	Com Center Pest Control 09/30/18
10/4/2018		<u>75.00</u>	Highlander Termite & Pest Control	FD89 Pest Control svc 9/5/18
	Total 29071	150.00		
10/4/2018	29072	1,335.00	Vincent A. Hill	Fall Activity Guide & Event Flyer Designs
	Total 29072	1,335.00		
10/4/2018	29073	<u>1,860.27</u>	Hunt & Sons	Fuel 09/21/18
	Total 29073	1,860.27		
10/4/2018	29074	<u>40.00</u>	Juli Johnston	Net Play cancelled, refund
	Total 29074	40.00		
10/4/2018	29075	<u>400.00</u>	Charles A. King	Flag Football Ref 9/22 & 9/29
	Total 29075	400.00		
10/4/2018	29076	<u>587.26</u>	Lincoln Aquatics	Chlorine Pool 09/26
	Total 29076	587.26		
10/4/2018	29077	<u>532.06</u>	Lincoln Aquatics	Muriatic Acid - Pool
	Total 29077	532.06		
10/4/2018	29078	<u>389.76</u>	Loomis	Arm Car svc Sept 2018
	Total 29078	389.76		
10/4/2018	29079	<u>600.00</u>	Larry McBride	In Lieu Med Bens Ret. Oct. 2018
	Total 29079	600.00		
10/4/2018	29080	26.40	Linda Kay Perschbacher-Lenhardt	Inst. Adult Belly dance 08/01-09/30/18
10/4/2018		26.40	Linda Kay Perschbacher-Lenhardt	Inst. Kids Belly dance 09/01-09/30/18
	Total 29080	<u>52.80</u>		
10/4/2018	29081	<u>11,410.64</u>	PG&E	Elec 08/20/18-09/24/18
	Total 29081	11,410.64		
10/4/2018	29082	<u>1,527.86</u>	PG&E	Elec 08/24-09/24/18
	Total 29082	1,527.86		

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 10/1/2018 Through 10/31/2018

Check Date	Check Number	Check Amount	Vendor Name	Description
10/4/2018	29083	2,522.92	PG&E	Elec 08/24-09/24/18
	Total 29083	2,522.92		
10/4/2018	29084	121.57	Public Employee's Union Local 1	Union Dues for Payroll 10/5/18
	Total 29084	121.57		
10/4/2018	29085	100.00	Jill Ritzman	Cell Allowance Oct 2018
	Total 29085	100.00		
10/4/2018	29086	160.00	Justin Rivera	Res FF Shifts 09/07,14,20,22
	Total 29086	160.00		
10/4/2018	29087	168.00	Sarah Scatton	Chair Yoga Tues/Thurs Sept. 2018
	Total 29087	168.00		
10/4/2018	29088	1,399.12	SDRMA	Prop Liability Ins. 18/19
	Total 29088	1,399.12		
10/4/2018	29089	102.00	Shred City LLC	Shred srvc 34 boxes 09/25/18
	Total 29089	102.00		
10/4/2018	29090	60.00	Craig Shuler	Cell Allowance Oct 2018
	Total 29090	60.00		
10/4/2018	29091	8,450.00	Sierra Nevada Sealcoating	Repair/Replace Asphalt walkways/bikepaths
	Total 29091	8,450.00		
10/4/2018	29092	2,171.50	Sierra Nevada Tire & Wheel	ENG 88 Maint/Repair
	Total 29092	2,171.50		
10/4/2018	29093	22.32	SiteOne Landscape Supply	D. West Irrig. Supplies (w/ \$0.42 discount)
10/4/2018		12.51	SiteOne Landscape Supply	Irrig. Supplies - Parks (w/ \$0.24 discount)
10/4/2018		19.35	SiteOne Landscape Supply	Irrig. Supplies - Parks (w/ \$0.37 discount)
10/4/2018		189.18	SiteOne Landscape Supply	Parks - Irrig Supplies (w/ \$3.60 discount)
	Total 29093	243.36		

Cameron Park Community Services District
 Check/Voucher Register - Check Register
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Check Date	Check Number	Check Amount	Vendor Name	Description
10/4/2018	29094	298.20	Melanie Skinner	Vball Clinic (Sundays) September 2018
	Total 29094	298.20		
10/4/2018	29095	148.20	Rosalie M. Stearns	Inst. Hula classes Sept 2018
	Total 29095	148.20		
10/4/2018	29096	8,889.83	U.S. Bank	Cal Card purchases 08/13/18-09/23/18
	Total 29096	8,889.83		
10/4/2018	29097	350.00	Uptown Studios, Inc	Web Maint. Sept. 2018
	Total 29097	350.00		
10/4/2018	29098	6,200.00	Vavrinek, Trine, Day & Co., LLP	Prof Srvcs CPA Sept. 2018
	Total 29098	6,200.00		
10/4/2018	29099	949.20	Andrew Webb	Inst. Tennis Sept. 2018
	Total 29099	949.20		
10/5/2018	29100	267.00	Paychex	Paychex Fees 10/5/18
	Total 29100	267.00		
10/9/2018	29101	3,523.62	California Public Employee's Retirement ...	PPE 9/29/18 CalPERS Retirement Inv 101180741
	Total 29101	3,523.62		
10/9/2018	29102	200.00	CalPERS 457 Plan	PPE 9/29/18 CalPERS 457 Inv 101180743
	Total 29102	200.00		
10/11/2018	29100	561.10	Airespring Inc.	Internet Broadbands CSD/Lake September 2018
	Total 29100	561.10		
10/11/2018	29101	260.95	Airgas National Carbonation	Co2 Cylinder Rental - Lagoon
10/11/2018		5.00	Airgas National Carbonation	Cylinder rental fee- Lagoon
	Total 29101	265.95		
10/11/2018	29102	94.18	Allstar Fire Equipment, Inc.	FD Radio Harness
	Total 29102	94.18		

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Check Date	Check Number	Check Amount	Vendor Name	Description
10/11/2018	29103	150.30	AT&T Calnet 3	FD Phone/Int lines 8/24-9/23/18
	Total 29103	150.30		
10/11/2018	29104	90.00	AT&T U-verse	FD 88 Internet (final) 9/21-10/21/18
	Total 29104	90.00		
10/11/2018	29105	1,319.96	Bauer Compressors, Inc.	FD89 2018 Annual Maint.
	Total 29105	1,319.96		
10/11/2018	29106	467.26	Big O Tires #100	Tires (2) 2008 F150 Parks truck
	Total 29106	467.26		
10/11/2018	29107	430.50	Blue Ribbon Personnel Services	Temps 09/24/18-09/30/18 JS
	Total 29107	430.50		
10/11/2018	29108	175.00	Bernard Bradshaw	Pumpkin Patch Magician
	Total 29108	175.00		
10/11/2018	29109	945.00	Buckeye Union School District	Kids Camp Lake Transp. June-Aug.
10/11/2018		592.50	Buckeye Union School District	Kids Camp Transp, 7/25 & 8/1/18 rem 190027 & 190032
	Total 29109	1,537.50		
10/11/2018	29110	103.10	C & H Motor Parts, Inc	FD auto parts - Hogan
	Total 29110	103.10		
10/11/2018	29111	462.65	Cintas Corporation #622	Com Center - Janitorial Supplies
	Total 29111	462.65		
10/11/2018	29112	165.00	CoreLogic Solutions LLC	CC&R Metroscan software - mthly
	Total 29112	165.00		
10/11/2018	29113	85.00	Lori Cortez	Sunday Vball cancelled Sept, refund
	Total 29113	85.00		

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<u>Check Date</u>	<u>Check Number</u>	<u>Check Amount</u>	<u>Vendor Name</u>	<u>Description</u>
10/11/2018	29114	176.96	De Lage Landen Financial Services, Inc.	FD 89 Copier Lease October 2018
10/11/2018		87.97	De Lage Landen Financial Services, Inc.	FD88 Copier Lease 9/15-10/14/18
	Total 29114	264.93		
10/11/2018	29115	382.20	Melanie DeMure	Inst. Vball Clinic 9/1/18-9/30/18
	Total 29115	382.20		
10/11/2018	29116	2,195.98	El Dorado Irrigation District	Water/Sewer 7/20/18-9/28/18 FD89
	Total 29116	2,195.98		
10/11/2018	29117	202.45	El Dorado Irrigation District	Water/Sewer 7/21/18-9/28/18 CM Park RR
	Total 29117	202.45		
10/11/2018	29118	509.63	El Dorado Irrigation District	Water/Sewer 7/20/18-9/28/18 FD88
	Total 29118	509.63		
10/11/2018	29119	293.61	El Dorado Irrigation District	Water 7/20/18-9/20/18 Hacienda
	Total 29119	293.61		
10/11/2018	29120	241.54	El Dorado Irrigation District	Water/Sewer 7/20/18-9/28/18 R. Park
	Total 29120	241.54		
10/11/2018	29121	3,032.75	El Dorado Irrigation District	Water 7/21/18-9/24/18 CM Park
	Total 29121	3,032.75		
10/11/2018	29122	410.11	El Dorado Irrigation District	Water/Landscp 7/21/18-9/24/18 Bar J A
	Total 29122	410.11		
10/11/2018	29123	656.40	El Dorado Irrigation District	Water 7/24/18-9/24/18 Bar J B
	Total 29123	656.40		

Cameron Park Community Services District
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Check Date	Check Number	Check Amount	Vendor Name	Description
10/11/2018	29124	1,374.42	El Dorado Irrigation District	Water 7/25/18-9/26/18 D. West
	Total 29124	1,374.42		
10/11/2018	29125	2,554.25	El Dorado Irrigation District	Water/Sewer 7/27/18-9/28/18 CP Lake
	Total 29125	2,554.25		
10/11/2018	29126	339.62	El Dorado Irrigation District	Water/Landscp 7/20/18-9/20/18 Chardi Crnr
	Total 29126	339.62		
10/11/2018	29127	1,938.93	El Dorado Irrigation District	Water/Sewer 7/25/18-9/28/18 Com Center
	Total 29127	1,938.93		
10/11/2018	29128	781.54	El Dorado Irrigation District	Water/Sewer/RW 7/25/18-9/28/18 Com Center
	Total 29128	781.54		
10/11/2018	29129	294.37	Elk Grove Power Equipment	Hose parts - Lake
10/11/2018		4,998.55	Elk Grove Power Equipment	LLAD's Debris Loader & Parts
	Total 29129	5,292.92		
10/11/2018	29130	1,020.00	Folsom Officials Association	Adult Basketball Summer officials 07/17-09/11/18
	Total 29130	1,020.00		
10/11/2018	29131	100.00	Danny Ginter	Gazebo rental 09/29 deposit refund
	Total 29131	100.00		
10/11/2018	29132	80.00	Cory Gregersen	Res FF Shifts Sept 2018 09/17 & 09/30/18
	Total 29132	80.00		
10/11/2018	29133	233.46	Home Depot Credit Services	Christa Maint/Supplies 9/5/18
10/11/2018		75.20	Home Depot Credit Services	Lake Supplies - misc maint. 09/25/18
10/11/2018		158.60	Home Depot Credit Services	Supplies/Maint hardware Com Center 9/11/18
	Total 29133	467.26		

Cameron Park Community Services District
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Check Date	Check Number	Check Amount	Vendor Name	Description
10/11/2018	29134	105.73	Debbie Horton	Mileage Reimb Sept. 2018
	Total 29134	105.73		
10/11/2018	29135	1,586.21	Hunt & Sons	Fuel 09/28/18
10/11/2018		1,678.19	Hunt & Sons	Fuel 10/05/18
	Total 29135	3,264.40		
10/11/2018	29136	368.75	Interwest Consulting Group, Inc.	FD Plan Reviews Marshall Hosp 8/1-9/21/18
10/11/2018		202.50	Interwest Consulting Group, Inc.	FD Plan Reviews McDonalds 9/1-9/19/18
	Total 29136	571.25		
10/11/2018	29137	1,103.96	JS West Propane Gas	Propane - Pool 09/27/18
	Total 29137	1,103.96		
10/11/2018	29138	459.24	Alison S. Lloyd	Inst. Ballet 9/01/18-10/31/18
	Total 29138	459.24		
10/11/2018	29139	272.48	Loomis	Arm Car svc Oct 2018 (w/ remaining credit \$53.90)
	Total 29139	272.48		
10/11/2018	29140	1,230.00	Joshua C. Marks	Janitorial Srvcs Oct 1-15th
	Total 29140	1,230.00		
10/11/2018	29141	160.00	Joseph Erik White Raffoul	Res FF Shifts 09/03,4,26,27
	Total 29141	160.00		
10/11/2018	29142	52.50	Rescue Training Institute, Inc.	Inst. CPR/First Aid 10/06/18
	Total 29142	52.50		
10/11/2018	29143	8.30	Riebes Auto Parts	FD parts
	Total 29143	8.30		
10/11/2018	29144	929.30	Jill Ritzman	Reimb Soc Sec refund Jan & Feb 18 - 941 Amend - IRS Q1 2018
	Total 29144	929.30		
10/11/2018	29145	200.00	Mason A. Sanchez	Res FF Shifts 09/01,05,11,18,25

Cameron Park Community Services District
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Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29145	200.00		
10/11/2018	29146	160.00	Karissa Schroeder	Res FF Shifts 09/02,06,21,27
	Total 29146	160.00		
10/11/2018	29147	150.00	Sierra Security & Fire	3rd Qtr Security/Alarm - Com Center
10/11/2018		90.00	Sierra Security & Fire	3rd Qtr Security/Alarm - FD88
10/11/2018		90.00	Sierra Security & Fire	3rd Qtr Security/Alarm - FD89
10/11/2018		99.00	Sierra Security & Fire	3rd Qtr Security/Alarm - Lake
	Total 29147	429.00		
10/11/2018	29148	67.25	Sign Banner Print Express	Craft Fair Banners/Flyers Nov 2018
	Total 29148	67.25		
10/11/2018	29149	35.00	Emily Smith	Net Play Vball cancelled, refund
	Total 29149	35.00		
10/11/2018	29150	56.00	Douglas Tracy	Classical Guitar 1 cancelled, refund
	Total 29150	56.00		
10/11/2018	29151	150.00	USA Softball of Sacramento	Summer Adult Softball registration
	Total 29151	150.00		
10/11/2018	29152	35.44	Verizon Wireless	Phones - Wireless FD 8/16-9/15/18
	Total 29152	35.44		
10/11/2018	29153	276.07	Verizon Wireless	Phones-Wireless FD 8/16-9/15/18
	Total 29153	276.07		
10/11/2018	29154	0.00	Craig Watkins	Soc Room 10/10 deposit refund
	Total 29154	0.00		
10/15/2018	1001184562	297.93	California Public Employee's Retirement ...	CalPERS MOU Adjustments

Cameron Park Community Services District
 Check/Voucher Register - Check Register
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Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 1001184562	297.93		
10/15/2018	101184564	222.31	California Public Employee's Retirement ...	CalPERS MOU Adjustments
	Total 101184564	222.31		
10/16/2018	1001185680	200.00	CalPERS 457 Plan	PPE 10/13/18 CalPERS 457 Plan
	Total 1001185680	200.00		
10/16/2018	1001185695	1,028.83	California Public Employee's Retirement ...	PPE 10/13/18 CalPERS Retirement
	Total 1001185695	1,028.83		
10/16/2018	101185693	2,563.49	California Public Employee's Retirement ...	PPE 10/13/18 CalPERS Retirement
	Total 101185693	2,563.49		
10/18/2018	1001187075	20,208.25	California Public Employee's Retirement ...	Nov 18 CalPERS Health Payment
	Total 1001187075	20,208.25		
10/18/2018	29155	209.39	Airgas National Carbonation	Co2 Microbulk - Pool
	Total 29155	209.39		
10/18/2018	29156	600.00	Animal Outreach	Assembly Hall & Kitchen 10/06/18 rental deposit refunds
	Total 29156	600.00		
10/18/2018	29157	20.60	AT&T Calnet 3	FD Phones 9/10-10/09/18
	Total 29157	20.60		
10/18/2018	29158	20.59	AT&T Calnet 3	Rasm Park - Phone 9/10-10/09/18
	Total 29158	20.59		
10/18/2018	29159	300.00	Audrey Bradley	NW Qtr 09/08/18 rental deposit refund
	Total 29159	300.00		
10/18/2018	29160	378.00	Blue Ribbon Personnel Services	Temp JS 10/01-10/07/18
	Total 29160	378.00		

Cameron Park Community Services District
 Check/Voucher Register - Check Register
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Check Date	Check Number	Check Amount	Vendor Name	Description
10/18/2018	29161	286.41	Cintas Corporation #622	Com Cntr - Janitorial Supplies 10/11/18
	Total 29161	286.41		
10/18/2018	29162	1,091.34	Delta Dental of California	Dental Benefits November 2018
	Total 29162	1,091.34		
10/18/2018	29163	300.00	Ellamae J. Wooten	Director's Comp Mtgs 10/01,11,17
	Total 29163	300.00		
10/18/2018	29164	86.43	Ewing Irrigation Products, Inc.	Eastwood Park - Irrig supplies 10/04/18
10/18/2018		100.28	Ewing Irrigation Products, Inc.	Eastwood Park - Irrigation supplies 10/08/18
10/18/2018		108.85	Ewing Irrigation Products, Inc.	Parks - Irrig supplies 9/21/18
	Total 29164	295.56		
10/18/2018	29165	300.00	Holly Morrison	Director's Comp Mtgs 10/02,11,17
	Total 29165	300.00		
10/18/2018	29166	300.00	Homa Rassouli	Room rental 10/10/18 deposit refund (per Cornerstone Fin.)
	Total 29166	300.00		
10/18/2018	29167	1,176.04	JS West Propane Gas	Propane Delv 10/08/18 - Pool
	Total 29167	1,176.04		
10/18/2018	29168	75.00	Kayla Walker	Vball cancelled 10/14-10/28 Allison refund
	Total 29168	75.00		
10/18/2018	29169	300.00	Margaret Mohr	Director's Comp Mtgs 10/2,11,17
	Total 29169	300.00		
10/18/2018	29170	400.00	Monique Scobey	Director's Comp Mtgs 10/01,01,11,17
	Total 29170	400.00		

Cameron Park Community Services District
 Check/Voucher Register - Check Register
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Check Date	Check Number	Check Amount	Vendor Name	Description
10/18/2018	29171	124.28	Public Employee's Union Local 1	Union dues for payroll 10/19/18
	Total 29171	124.28		
10/18/2018	29172	6.42	Ramon Soto	Reimb - Batteries for projector remote
	Total 29172	6.42		
10/18/2018	29173	225.00	Ruben Mora	Pumpkin Patch DJ 2018
	Total 29173	225.00		
10/18/2018	29174	600.00	Steve O'Brien	East Hall & Kitchen 10/07/18 rental deposit refunds
	Total 29174	600.00		
10/18/2018	29175	1,295.79	TPX Communications	CSD & Lake Phones/Internet Oct. 2018
	Total 29175	1,295.79		
10/18/2018	29176	36.60	Tumble Time Gymnastics, Inc.	Inst. Tram & Tumble 8/01-10/31/18
	Total 29176	36.60		
10/22/2018	Maint Fee	266.18	Umpqua Bank	Maintenance Fee for 9/18
	Total Maint Fee	266.18		
10/25/2018	29177	7,650.00	Abila	Abila Software Imp & Training Aug-Sept 2018
	Total 29177	7,650.00		
10/25/2018	29178	169.24	Airgas National Carbonation	Co2 Microbulk 10/12/18 Pool
	Total 29178	169.24		
10/25/2018	29179	328.50	Around Here Magazine	Winter 2019 Issues
	Total 29179	328.50		
10/25/2018	29180	250.00	Darren Bakken	Reissued non-dep for check 21099 10/03/14 (Reimb Paramed)
	Total 29180	250.00		

Cameron Park Community Services District
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Check Date	Check Number	Check Amount	Vendor Name	Description
10/25/2018	29181	70.00	Carol Barfuss	Reissued non-dep for check 26298, 6/15/17 (soccer refund)
	Total 29181	70.00		
10/25/2018	29182	183.60	Anita Suzanne Bell	Reissued non-dep for check 26722, 8/10/17 (Inst. art class)
	Total 29182	183.60		
10/25/2018	29183	105.00	Blue Ribbon Personnel Services	Temp - JS Final 10/08/18
	Total 29183	105.00		
10/25/2018	29184	300.00	Steve Brosseau	YFF Referee 10/6, 10/13, 10/20
	Total 29184	300.00		
10/25/2018	29185	432.57	C & H Motor Parts, Inc	FD Air Shield
	Total 29185	432.57		
10/25/2018	29186	54.74	Camino Power Tool	/maint
	Total 29186	54.74		
10/25/2018	29187	900.00	Capital Private Patrol	Private patrol - Com Center November 2018
10/25/2018		500.00	Capital Private Patrol	Private Patrol - Parks November 2018
	Total 29187	1,400.00		
10/25/2018	29188	403.95	Capitol Clutch & Brake, Inc.	E89 Maint/Parts 10/10/18
	Total 29188	403.95		
10/25/2018	29189	82.57	Carbon Copy, Inc.	Copies, October 2018
10/25/2018		10.04	Carbon Copy, Inc.	FD88 Copies October 2018
10/25/2018		72.22	Carbon Copy, Inc.	FD89 Copies October 2018
	Total 29189	164.83		
10/25/2018	29190	299.21	Cintas Corporation #622	CC Janitorial Supplies 10/18/18
	Total 29190	299.21		
10/25/2018	29191	153.08	Comcast	FD89 Internet 10/11-11/10/18

Cameron Park Community Services District
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Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29191	153.08		
10/25/2018	29192	44.99	Comcast	FD88 Internet 10/14-11/13/18
	Total 29192	44.99		
10/25/2018	29193	7,252.00	California Special Districts Association	2019 CSDA Annual Membership Renewal
	Total 29193	7,252.00		
10/25/2018	29194	80.00	Michael Cullen	Reissued non-dep for check 26784, 8/17/17 (res ff shifts)
	Total 29194	80.00		
10/25/2018	29195	2,300.00	Lacy J. Dalton Productions LLC	Reissued non-dep for check 25750 3/3/17 (Concert Perform)
	Total 29195	2,300.00		
10/25/2018	29196	1,649.00	DSA Technologies, Inc	Monthly IT Srvc - Nov 2018
	Total 29196	1,649.00		
10/25/2018	29197	500.00	El Dorado Fitness	FD Fitness Membership Annual Renewal
	Total 29197	500.00		
10/25/2018	29198	12.58	Ewing Irrigation Products, Inc.	Parks - Irrig Supplies
	Total 29198	12.58		
10/25/2018	29199	54.00	Brenna Garske	Reissued non-dep for check 25352, 12/8/16 (class refund)
	Total 29199	54.00		
10/25/2018	29200	10.40	Raul Godoy	Reissued non-dep for check 25911, 4/6/17 (reimb office)
	Total 29200	10.40		
10/25/2018	29201	161.07	HealthSmart Benefit Solutions, Inc.	Vision Benefits - November 2018
	Total 29201	161.07		
10/25/2018	29202	1,163.14	Hi - Tech E V S, Inc.	FD ENG 88 repairs

Cameron Park Community Services District
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Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29202	1,163.14		
10/25/2018	29203	160.00	Donovan Hickman	Res FF Shifts 09/05,10,13,17
10/25/2018		160.00	Donovan Hickman	Res FF Shifts 10/09,10,17,18
	Total 29203	320.00		
10/25/2018	29204	1,168.53	Hunt & Sons	Fuel 10/12/18
10/25/2018		1,675.11	Hunt & Sons	Fuel 10/19/18
	Total 29204	2,843.64		
10/25/2018	29205	273.75	Interwest Consulting Group, Inc.	FD Plan reviews 3581 Palmer 8/27-10/05/18
	Total 29205	273.75		
10/25/2018	29206	1,814.72	JS West Propane Gas	Propane Delv 10/15/18 Pool
	Total 29206	1,814.72		
10/25/2018	29207	86.00	Joshua Kahn	Reissued non-dep for check 20634, 10/3/14 (reimb ss food)
	Total 29207	86.00		
10/25/2018	29208	15.81	Sydney Landeis	Reissued non-dep for check 8205, 7/15/16 (payroll)
	Total 29208	15.81		
10/25/2018	29209	400.00	Scott McNeil	Reissued non-dep for check 25830 3/22/17 (Dir Comps)
	Total 29209	400.00		
10/25/2018	29210	199.00	Vicky Neibauer	1 year sub for online courses (V. Niebauer) reimb
	Total 29210	199.00		
10/25/2018	29211	51.00	Hue Nguyen	Guitar Class cancelled (refund)
	Total 29211	51.00		
10/25/2018	29212	49.02	MacKenzie O'Donnell	Reissued ND checks for 7794 & 7833 12/15, 1/16 (payroll)
	Total 29212	49.02		
10/25/2018	29213	9.86	PG&E	Elec. 9/18-10/17/18

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Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29213	9.86		
10/25/2018	29214	116.48	PG&E	Elec. 9/15-10/16/18
	Total 29214	116.48		
10/25/2018	29215	160.16	PG&E	Elec. 9/15-10/16/18
	Total 29215	160.16		
10/25/2018	29216	7,800.17	PG&E	Elec. 9/19-10/18/18
	Total 29216	7,800.17		
10/25/2018	29217	594.00	Prentice, Long & Epperson	Legal svcs/Brd Mtgs 9/12, 9/19/18
	Total 29217	594.00		
10/25/2018	29218	219.00	Purchase Power	Postage Meter (Nov, Dec & Jan) & Ink 6 mths
	Total 29218	219.00		
10/25/2018	29219	38.50	Rescue Training Institute, Inc.	Inst. Child & Babysitting Class 10/09/18
	Total 29219	38.50		
10/25/2018	29220	216.00	Lewis Ridgeway	Reissued non-dep for check 22249, 5/29/15 (Inst. Guitar)
	Total 29220	216.00		
10/25/2018	29221	33.26	Riebes Auto Parts	FD88 small tools
	Total 29221	33.26		
10/25/2018	29222	500.00	Terry Robinson	Reissued non-dep for check 20557, 6/26/14 (SS magician)
	Total 29222	500.00		
10/25/2018	29223	342.09	Sharpe Wedding Photography	Reissued non-dep for check 25311, 11/23/16 (media postcrds)
	Total 29223	342.09		
10/25/2018	29224	216.00	Sheroes Entertainment LLC	Reissued non-dep for check 26236, 6/2/17 (Inst. Mermaid cls)

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Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29224	216.00		
10/25/2018	29225	36.10	Brooke Silveira	Reissued non-dep for check 7582, 6/20/14 (payroll)
	Total 29225	36.10		
10/25/2018	29226	34.15	SiteOne Landscape Supply	Parks - Irrig. Supplies (w/ \$0.65 discount)
	Total 29226	34.15		
10/25/2018	29227	64.35	Ski Air Incorporated	CC Bathroom repair metal piece
10/25/2018		388.96	Ski Air Incorporated	CC Duct detector repair
	Total 29227	453.31		
10/25/2018	29228	310.62	Blain Stumpf Trucking	CP Lake, Bark & DG delivery
	Total 29228	310.62		
10/25/2018	29229	763.25	Sycamore Environmental Consultants, Inc.	Parks - Environ Fee/App reviews/mtgs Aug & Oct
	Total 29229	763.25		
10/25/2018	29230	711.07	Target Specialty Products	Turf & Ornamentals Parks/LLAD's
	Total 29230	711.07		
10/25/2018	29231	5.32	Verizon Business	FD Phones Carrier access Sept 2018
10/25/2018		10.12	Verizon Business	FD Phones Carrier Access Sept. 2018
	Total 29231	15.44		
10/25/2018	29232	6.51	Verizon Wireless	FD Wireless Phones 9/10-10/09/18
	Total 29232	6.51		
10/25/2018	29233	376.46	Verizon Wireless	Wireless Phones CSD 9/11-10/10/18
	Total 29233	376.46		
10/25/2018	29234	141.36	Verizon Wireless	Wireless Ipads/Hot Spots 9/11-10/10/18
	Total 29234	141.36		

**Cameron Park Community Services District
Check/Voucher Register - Check Register
From 10/1/2018 Through 10/31/2018**

<u>Check Date</u>	<u>Check Number</u>	<u>Check Amount</u>	<u>Vendor Name</u>	<u>Description</u>
10/25/2018	29235	396.07	Verizon Wireless	FD Wireless 9/16-10/15/18
	Total 29235	396.07		
10/25/2018	29236	176.91	Walker's Office Supplies, Inc.	Copy machine paper (5)
	Total 29236	176.91		
10/25/2018	29237	1,136.80	Andrew Webb	Inst. Tennis October 2018
	Total 29237	1,136.80		
10/25/2018	29238	2,523.50	WEST Consultants, Inc.	CPCSD Dam Breach & EAP 8/1-8/24/18
	Total 29238	2,523.50		
10/25/2018	29239	45.00	Clara Yang	Reissued non-dep for check 26845, 8/31/17 (Inst. law class)
	Total 29239	45.00		
Report Total		214,526.11		

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: November 14, 2018

FROM: Tina Helm, Recreation Supervisor
Sarah Fridrich, Recreation Coordinator

AGENDA ITEM #9D: RECREATION DEPARTMENT REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

- Staff will be meeting with the sports field user groups at the beginning of November to discuss field use for the 2019 year.
- Staff attended the monthly YTRS meeting on October 4th. Items discussed: the best ways to reach out to the public for marketing, such as flyers and social media. Wage increases in 2019 for camp and part-time staff and how to offset those costs. Also talked about how staff need to be empathetic with youth now – instead of arguing with them say “I know” or “I understand” while also not giving in to their demands. Camp Cloud, an information sharing system for recreation districts in California, will be on January 25th at the El Dorado Hills CSD.
- The Annual Pumpkin Patch/Halloween Carnival was held on Saturday, October 20th. Volunteers from Ponderosa FFA, Key Club, Camerado Leadership, El Dorado High School and members of the community helped at the event. “Thank You” to all the volunteers and the donations received from the Apple Hill Growers and community. 400+ children with their parents attended the event. – see Attachment A.
- A new class is being offered: Authentic Yoga starting Monday, November 5th - December 17th. This class offers a welcoming environment for participants of all levels.
- Staff continues to meet with the Senior Leadership Council to expand programs in a manner consistent with our plan. Bunco participation continues to drop each month; therefore November will be the final month. The guest speaker in October was Rhoda Slagle presenting on Medicare open enrollment in El Dorado County

for 2019. Eighteen participants showed up and seemed to enjoy the presentation. Computer Lessons for Beginners taught by Jenny Figueroa continues to stay booked. All of her students have given good feedback on the lessons. Jenny will be gone for part of December but will be back in January to open up more lessons. Staff is working on a day trip and holiday party.

- Staff met with Marshall Medical and Shingle Springs Tribe to discuss a Health/Wellness event in the fall next year. The event will be changed from the heart healthy emphasis; other topics being discussed. The Tribe is a new partner for this health & wellness event.
- Staff is working with Seth Warren from Rec Trac (Vermont Systems) on items for the upcoming migration to the upgraded registration system. The migration to the new system is scheduled for the week of December 10 and (Vermont Systems) staff will be on site to ensure success.
- Staff is gathering information from instructors for the Winter/Spring Activity Guide.
- Upcoming events include the Christmas Craft Faire on November 17th, the 2nd Annual Tree Lighting on November 30th, the Santa Run and Pancake Breakfast on December 1st, and the Santa Parade on December 7th, 8th, and 9th, which is scheduled for the following weekend if it rains.
- The report which describes trends for the Community Center use and revenues will begin again with the new, updated Rec Trac system.

Cameron Park Community Services District
ACTIVITY REPORT

EVENT: Halloween Carnival/Pumpkin Patch **DATE:** October 20, 2018

LOCATION: Cameron Park Lake **TIME:** 1:30-4:00pm

ESTIMATED ATTENDANCE: Approximately 700 including children & parents

SUBMITTED BY: Tina Helm, Recreation Supervisor

◇ **REVENUES:** **\$ 2,564.00**

- Sponsorship/Event Support \$ 500.00
- Ticket Sales \$ 1,744.00
- 8 vendors @ \$40 each \$ 320.00

◇ **EXPENDITURES:** **\$ 1,235.98**

- Marketing
 - Banners/yard signs \$ 80.44
 - Posters/flyers \$ 83.34
- Supplies
 - Prizes, candy, etc \$ 142.00
- Music/Entertainment
 - Emcee \$ 225.00
 - Magic Show \$ 175.00
- Staff \$ 572.00

◇ **NET REVENUE:** **\$ 1,286.22**

VOLUNTEERS:

112 hours – 20 volunteers from Ponderosa FFA, about 6 from Ponderosa Key Club, 1 from Camerado Leadership, 2 from El Dorado High School and Community Members.

PROGRAM DESCRIPTION:

The Halloween Carnival is a special event geared towards children 2 - 10 years old. The activities include purchasing Pumpkins, Face Painting, Crafts, 2 Bounce Houses, Carnival Games, a Magic Show, a Costume Parade, and Hay Rides. Pictures were taken by the El Dorado Camera Club.

SUPPLIES AND RESOURCES:

We received a variety of donations from the following businesses:

- O'Halloran's Apple Trail Ranch pumpkins
- Goyette's North Canyon Ranch pumpkins
- Rainbow Orchards pumpkins
- Bel Air pumpkins
- Ponderosa Key Club volunteers

Item #9D

- Ponderosa FFA volunteers
- Camerado Leadership volunteer
- El Dorado High School volunteers
- Lee's Feed use of Hay Bales
- El Dorado Disposal sponsorship and a booth
- Marshall Hospital sponsorship, booth and Marshall Mouse

EVALUATION:

The turnout was great – there were approximately 700 people (including children and parents). There was a steady stream of people that attended. They played more games than last year when we did the ticket count. Children dressed up in costumes to play games, jump in the bounce houses, get their face painted, purchase a pumpkin, and ride on the hay ride. The Magic Show was done only one time this year for 45 minutes – at 2:30pm – just around the corner close to the building. The weather was wonderful and everyone that attended enjoyed themselves.

We sold tickets for \$.50 each or 12 for \$5.00. The tickets could be used for the games, face paints, crafts, hay rides, pumpkin sales and bounce houses.

The breakdown of the tickets for the activities was as follows:

	2018	2017
Pumpkins	385	411
Face painting	261	217
Hay Rides	724	619
Games	1763	1682
Bouncers	592	-- did not work
Crafts	82	113
Total	3726	3123

There were volunteers that signed up from Ponderosa FFA, Ponderosa's Key Club, El Dorado High School and the Leadership class from Camerado. We had about 30 people and they all did an awesome job – setting up, decorating and then they helped operate the games, pumpkin sales, face painting, crafts booth, operation of the bouncers and hay ride fee collection. They also helped with take down and putting the items away.

We had lots of prizes left from last year so we mainly purchased the nice prizes for the winners of the costume parade. Candy was purchased. The costume parade was held at 3:30pm and once it was over most of the people left. The hay ride was popular so some people waited for a ride. The event finished at 4 pm.

Banners were placed at Hacienda Park, Christa McAuliffe Park, Cameron Park Lake and on the fence at Gateway (too many campaign signs to place on the corner of Cameron Park Drive and Country Club Drive). Directional signs were placed the week of the event at various streets and at the lake entrance.

Item #9D

We had vendor booths such as Cameron Park Coffee & Deli, Investments, Lightning Prints, Color Street, Ice Cream, and Honey.

Marshall Mouse participated at the event handing out candy and leading the costume parade. El Dorado Disposal also participated with a booth in the row of the games.

Vendor Evaluation Responses:

- See consolidated report below Scale of 1-5 (5= high and 1 = low)

Booth Location	Booth Sales	Booth Traffic	Food & Beverages Available	Hours	Advertising
4.30	4.00	4.10	4.11	4.40	4.40

Vendor Comments

- Great Event.
- Clear path closer to photo booth.
- A fun enjoyable event – will return next year.

Staff Suggestions for next year:

- Create a separate line for the credit card sales/cash sales to alleviate the line.
- Spread out the vendors so that there is better access to each booth.
- A longer magic show was successful. Being located around the corner closer to the building allowed for more seating than in the past and did not overflow into the vendor area.
- Continue with the signage, especially on the streets leading up to the event.
- Continue to utilize the volunteers – especially members from Ponderosa FFA.
- Invite Ponderosa FFA to bring their petting zoo.

ATTACHMENTS:

- Flyer

HALLOWEEN CARNIVAL & PUMPKIN PATCH

CAMERON PARK LAKE
2989 CAMBRIDGE ROAD

1:30-4PM
SATURDAY
OCTOBER 20, 2018



**FREE
ENTRANCE!**

Put on your costumes
and come for an afternoon of
Halloween fun! Carnival games, pumpkin
patch, crafts, bounce house, magic show,
costume parade, refreshments and more!

For more information call
(530) 677-2231 or visit us online at
www.cameronpark.org





Agenda Transmittal

DATE: November 14, 2018

FROM: Michael Grassle, Parks and Facilities Superintendent

AGENDA ITEM #9E: **PARKS & FACILITIES DEPARTMENT REPORT**

RECOMMENDED ACTION: **RECEIVE AND FILE**

General information

Fall is officially here and the leaves fall throughout the parks and LLADs. Staff work hard to keep areas looking clean and well kept. Growlersburg cleans the creeks that meander through the District's properties. Staff scheduled application of winter fertilizer to the turf grass in the next few weeks. Community sports groups and staff met to discuss new fees, scheduling and field closures that occur due to inclement weather. The parks office looks neat and tidy due to staff's cleaning and implementation of the District's records retention program. Staff continues to address safety items at the District as a result of the SDRMA safety assessment and Fire Marshal report.

Cameron Park Lake

- Eagle scouts completed landscaping at the front entrance to Cameron Park Lake, and built a permanent frame for hanging district banners.
- Staff began trouble shooting several irrigation related issue around the Lake, and plan to continue throughout the winter months.
- Light of the Hills Church volunteered on Saturday October, 13th with several volunteers at the lake working on various projects.

Parks, Fields, and LLADs

Christa McAuliffe Park

The District experienced recent issues with vandalism at the Skate Park. Corrective measures include temporary facility closures and engaging skate park users to assist in preventing vandalism.

Rasmussen Park

Rasmussen Park has seen several irrigation-related issues the past several weeks. Staff have been working hard to repair the system and keep the turf grass in good shape.

Hacienda Park

- Craig Shuler, the Parks Supervisor created a design to re-install the donation bricks. Staff will be working with the El Dorado Dog Guild to complete the project.
- Staff installed a flow sensor for the irrigation system. The sensor detects irrigation leaks and notifies the Parks Superintendent.

Eastwood Park

- The Eastwood subdivision utilized Eastwood Park for their fall festival event. Staff spend some extra time detailing the park for their event.
- Staff repaired a damaged water main on the corner of Meder Road and Raven Way.

Community Center

- The district ordered new signs to direct over flow parking at the Community Center. Signs should be installed by the end of November.
- On Monday November 5th, National Aquatics Service replaced the concrete vault lid on the pool deck. The vault contains the auto fill valve which is currently stuck open.
- Staff started replacing damaged exterior lights around the Community Center. LED fixtures and bulbs replace the damaged lights.
- Staff contacted Sierra Striping to make recommendations for parking spaces to replace the loading area next to the 50+ room.

Cal Fire

Staff scheduled Growlersburg to work at Royal Park clearing weeds and debris.



Agenda Transmittal

DATE: November 14, 2018

FROM: Kate Magoolaghan, CC&R Compliance Officer

AGENDA ITEM # 9F: CC&R COMPLIANCE DEPARTMENT REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

Operations

On October 23, 2018 staff hosted the second in a series of CC&R workshops. The format for this workshop encouraged residents to work in small groups to discuss topics prompted by staff. A spokesperson for each group then presented verbal responses to the collective attendees. The questions were designed to further expand on topics discussed at the first workshop in September. Staff is using this community feedback as guidance as improved processes and service levels are developed over the next few months. While some of these ideas are outside of the scope of CC&R enforcement, staff will be working on building closer relationships with partnering agencies in order to achieve the goal of protecting, preserving and enhancing property values in Cameron Park. Staff will hold additional workshops in 2019 to encourage a culture of “partnership” between the community and CC&R enforcement staff.

Architectural Review Committee

- Architectural Review Committee reviewed 29 Project Applications in September all of which were approved. This was a significant increase over prior months.
- Staff submitted a proposed revised fee schedule for Architectural Review fees to the CC&R Committee for review and approval. The current fees have remained unchanged since March 1, 2005.

In addition, staff has proposed a CC&R Amendment administrative fee to help offset the cost of reviewing amendments for accuracy and enforceability. Often times this process requires obtaining legal advice.

- Staff began recruiting a community member to join the committee. The position is a 1 year commitment beginning in January 2019. Those who are interested are asked to submit a letter of interest by November 30, 2018.

CC&R Enforcement

Staff has seen a bit of a slowdown in the number of potential violations in the past couple of weeks which will allow staff to get caught up on the current backlog.

Initial Notice	19
Final Notice	8
Pre-Legal Notices	1
Pending	1
In process	27
Referred to outside agency	2
Cleared	13
Total	71

Attachment

- CC&R Workshop Summary

CC&R Workshop Feedback

When asked which CC&R Violations were of the most concern responses included:

- Weed abatement
- Landscaping
- Boat/Trailer parking
- Vehicles parked on the street
- Abandoned vehicles/Non-op
- Commercial vehicles
- Diminished house values
- Health and Safety
- Noise

When asked what preventative measures would be effective responses included:

- Neighborhood meetings
- Fines
- Re-write CC&Rs in simple terms
- Mailers
- Make it easier to identify their subdivision
- Faster response- use of resident photos for verification of violation
- List common features of CC&Rs
- More money/expand resources
- Use of volunteers

When asked how the CC&R office can communicate better the responses included:

- Public posting of violations
- Call backs with status of enforcement
- Increased use of diverse media sources including Nextdoor, Cameron Park Life, CPCSD website and monthly emailed newsletter

When asked how volunteers could assist staff in providing services in the CC&R Office responses included:

- Preparing enforcement letters
- Creating a newsletter
- Verifying some violations
- Making call backs regarding violations
- Possibly offer internships or use Sheriff's Team of Active Retirees (S.T.A.R.)



Agenda Transmittal

DATE: November 14, 2018

FROM: Jill Ritzman, General Manager

AGENDA ITEM #11: SOLICIT BOARD MEMBER REQUESTS FOR COMMITTEE ASSIGNMENTS; INPUT FOR COMMITTEE SCHEDULES

RECOMMENDED ACTION: PROVIDE REQUESTS TO GENERAL MANAGER BY DEC 7, 2018

Board Member Requests for Committee Assignments

Policy 4060: Committees of the Board of Directors (Attachment A) outlines the procedures and process for Standing and Ad Hoc Committees. Board Officers will be elected in December, and appointments to Committees announced publicly by the Board regular meeting in January. To continue the workflow from staff to Board Committees, staff is recommending:

1. Newly elected and existing Board members provide their requests for Committee assignments to the General Manager by December 7;
2. General Manager will provide the information to the newly elected President after the December 19 Board meetings;
3. President will announce publicly, via District website, the Committee assignments.

The new Board Committees will begin meeting in January.

In October, the Board approved a Solar Ad Hoc Committee to be comprised of Margaret Mohr and Monique Scobey and one community member. Several community members have expressed interest in the position.

Committee Meeting Schedules

On occasions, Committee meetings have lapsed the one hour time allocation due to the current back-to-back scheduling delaying the start of the second Committee meeting. Feedback on the current scheduling and possible changes for 2019 are welcome.

Attachment

A: Policy 4060

Cameron Park Community Services District

POLICY HANDBOOK

POLICY TITLE: Committees of the Board of Directors
POLICY NUMBER: 4060

4060.1 The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

4060.2 The following shall be standing committees of the Board:

4060.2.1 Covenants Conditions & Restrictions Committee;

4060.2.2 Parks and Recreation Committee;

4060.2.3 Budget & Finance Committee; and,

4060.2.4 Fire & Emergency Services Committee

4060.3 The Board President shall appoint and publicly announce the members of the standing committees for the ensuing year no later than the Board's regular meeting in January.

4060.4 The Board's standing committees may be assigned to review District functions, activities, and/or operations pertaining to their designated concerns, as specified below. Said assignment may be made by the Board President, a majority vote of the Board, or on their own initiative. Any recommendations resulting from said review should be submitted to the Board via a written or oral report.

4060.4.1 All meetings of standing committees shall conform to all open meeting laws (e.g., "Brown Act") that pertain to regular meetings of the Board of Directors.



Agenda Transmittal

DATE: November 14, 2018

FROM: Jill Ritzman, General Manager

AGENDA ITEM #12: **SPORTS FIELDS USE FEES, POOL USE FEES, CC&R AMENDMENT ADMINISTRATIVE FEE, AND ARCHITECTURE REVIEW FEES**

RECOMMENDED ACTION: **APPROVE TO BE EFFECTIVE JANUARY 1, 2019**

BUDGET ACCOUNT: GENERAL FUND BUDGETS 7000 COMMUNITY CENTER, 4000 PARKS, 5000 RECREATION; ACCTS 4187 POOL, 4190 FIELD USE

BUDGET IMPACT: Estimated Increased Revenues \$4,500 Pool Revenues and \$7,500 for Field Use Revenues based on current use = \$12,000 total

BUDGET ACCOUNT: FUND 02 CC&R

BUDGET IMPACT: Estimated Increased Revenues \$6,980 due to fee increases

BACKGROUND

The Cameron Park Community Services District (District) Board of Directors approved the Final Fiscal Year 2018-19 Budget with an anticipated 20% increase in revenues generated from all District fees. In response to the Board directive, staff added \$20,000 in revenues to the District budget. Staff analyzed where capacity exists to increase fees, ways to reduce costs associated with specific programs, and compared fees to surrounding agencies.

DISCUSSION

The following staff reports outlines proposed changes to the District's fees. For sports teams who utilize the pool and sports fields, staff will be executing agreements for Calendar Year 2019 by the end of this year, which will increase customer service and maximize use of the District's facilities.

Sports Field Use Fees

Sports fields user groups have two ways to pay for field use, by either an hourly rate or a monthly rate. Most local sports leagues, such as little league and soccer, pay the monthly fee. Staff is recommending monthly field use fees increase by 20% for local sports leagues, and to add a non-resident hourly fee that is \$5.00 more per hour than the resident fee (Attachment A). Staff and league representatives met earlier this month to discuss the proposed changes to the fees, scheduling, agreements, and maintenance practices, all of which should streamline the District's services. The league representatives raised no opposition to the proposed changes.

Pool Facility Use Fees

The District has two categories of pool facility use fees:

1. Monthly use fees for community swim teams;
2. Hourly rates for groups who rent the pool for parties, such as school groups for the end-of-the-year parties.

Staff recommends a monthly pool facility use fee of \$5,718 for community swim teams, an increase of approximately 5%. This increase is in addition to the 5% applied to the Aquasol fees for Fall 2018. A monthly fee applies whether the pool is open for public swim and use is shared with the District or not. Specifics regarding exclusive and shared use will be outlined in a Memorandum of Understanding between the club and District, along with reimbursement costs for lifeguard wages which is separate from facility costs.

Swim teams are working with staff to lower District costs for pool operations. Monthly pool costs is \$10,746 when in operations, including pool chemicals, utilities, propane, District staff costs, and janitorial costs. Propane is 40% of the pool's operational costs. Swim teams are working closely with District staff to lower operational costs, primarily accepting a lower pool temperature saving on propane costs. District staff is working to maximize the use of the pool's existing solar panels to lower propane costs, and in addition, the District's initiative for enhancing solar power may lower costs further in the future.

Staff is recommending the following hourly rates to increase rental fees, simplify the fee structure, and keep fees just under neighboring agencies.

Current Hourly Rates (includes Lifeguards)

No. in Party	Time	Lifeguards	Rate
1-50	2 hours	3	\$164.00/hour
	over 2 hours	4	\$181.00/hour
51-250	2 hours	5	\$198.00/hour
	over 2 hours	6	\$215.00/hour
251-350	2 hours	6	\$215.00/hour
	over 2 hours	7	\$232.00/hour

Proposed Hourly Rates (includes Lifeguards)

No. in Party	Hourly Rate
1-50	\$190
51-250	\$225
251-350	\$265

Note: Minimum use is two hours.

El Dorado Hills has a flat hourly rate of \$195 for main pool; \$225 for the main pool and mushroom (children’s) pool. City of Placerville Aquatic Center fee is from \$200-\$300 for one pool depending upon the number of people. Additional fees up to \$650 for two pools and the full facility.

Covenants, Conditions & Restrictions (CC&R) Amendment Administrative Fee

Staff is recommending a \$100 Administrative Fee for CC&R Amendments. In order to ensure that CC&R Amendments are enforceable, staff currently provides assistance to property owners throughout the amendment process, which sometimes includes obtaining legal advice. This fee will not be required of residents who wish to change their CC&Rs, but will be recommended to ensure the District is able to enforce the proposed changes.

Architecture Review Fees

The CC&R Committee discussed the proposed Architecture Review Fees twice before forwarding to the Board of Directors for consideration. The Committee asked staff to leave fees for “do-it-yourself” projects the same, such as landscaping and fences to

encourage homeowners to obtain approval from Architectural Review Committee. The fees for larger projects, typically performed by licensed contractors, have greater increases. These fees have not been adjusted for more than ten years. (Attachment C)

CONCLUSION

Staff has almost completed its review of District fees. The Cameron Park Lake picnic area fees and Fire Marshall fees are expected to be presented to the Board in December, which will bring this item on the Budget Action Plan to a close. Staff expects to review fees on an annual basis moving forward during the months of November and December, and bring fee changes to the Board for approval.

Attachments:

- A - District Field Use Fees Current and Proposed
- B - Field Use Fees from Surrounding Agencies
- C - Architecture Review Fees

**Cameron Park Community Services District
Sports Field Use Fee Schedule**

2018	Non-Resident Use	Resident Use	Non-Profit Use (25% discount)	Monthly Field Use Fee
Field Use Deposit	N/A	\$100.00 per reservation	\$100.00 per reservation	\$500.00 per field
Christa McAuliffe Park Field	N/A	\$30.00/hour	\$22.50/hour	\$500.00 per field per month
Rasmussen West Field	N/A	\$30.00/hour	\$22.50/hour	\$500.00 per field per month
Rasmussen East Field	N/A	\$30.00/hour	\$22.50/hour	\$500.00 per field per month
Dave West Field	N/A	\$30.00/hour	\$22.50/hour	\$500.00 per field per month

Keep resident hourly use the same, add non-resident fee that is \$5.00 more per hour than resident, and increase MOU 20%

2019	Non-Resident Use	Resident Use	Non-Profit Use (25% discount)	Monthly Field Use Fee
Field Use Deposit	\$100.00 per reservation	\$100.00 per reservation	\$100.00 per reservation	\$600.00 per field
Christa McAuliffe Park Field	\$35.00/hour	\$30.00/hour	\$22.50/hour	\$600.00 per field per month
Rasmussen West Field	\$35.00/hour	\$30.00/hour	\$22.50/hour	\$600.00 per field per month
Rasmussen East Field	\$35.00/hour	\$30.00/hour	\$22.50/hour	\$600.00 per field per month
Dave West Field	\$35.00/hour	\$30.00/hour	\$22.50/hour	\$600.00 per field per month

Local Park District's Field Use Fees

Fair Oaks Recreation & Park District

2018	Non-Resident Use	Resident Use	Non-Profit Use
Field Use Deposit	\$50.00	\$50.00	\$50.00
Fair Oaks Park	\$40.00/hour	\$30.00/hour	\$25.00/hour

El Dorado Hills Community Services District

2018	Non-Resident Use	Resident Use
Field Use Deposit	\$250-\$300	\$250-\$300
Baseball Field (First 2 Hours)	\$125/hour	\$95/hour
Baseball Field (Additional Hourly Fee)	\$60/hour	\$55/hour
Soccer Field (First 2 Hours)	\$125/hour	\$95/hour
Soccer Field (Additional Hourly Fee)	\$60/hour	\$55/hour
Promotary Park Half Field (First 2 Hours)	\$190/hour	\$125/hour
Promotary Park Half Field (Additonal Hourly Fee)	\$100/hour	\$65/hour

Orangevale Recreation & Park District

2018	Hourly	Full Day Resident (8am-8pm)	Full Day Non-Resident (8am-8pm)
Field Use Deposit	N/A	N/A	N/A
Orangevale Community Center Park Softball Field	\$17.00/hour	\$99.00	\$132.00
Orangevale Community Park Soccer Field	\$13.00/hour	\$112.00	\$112.00
Orangevale Youth Center Park Baseball Field	\$13.00/hour	N/A	N/A
Athletic Field	\$13.00/hour	N/A	N/A

Cordova Recreation & Park District

2018	Weekdays before 4pm	Weekdays after 4pm/Weekends	Full Day
Field Use Deposit	\$200.00 per reservation	\$200.00 per reservation	\$200.00 per reservation
Softball Fields	\$30.00/hour	\$85-\$95/hour	N/A
Soccer Fields	\$30.00/hour	\$85-\$95/hour	N/A
Natural Turf Ball Fields - Gates	\$35.00/hour	\$35.00/hour	\$245/day
Natural Turf Ball Fields	\$25.00/hour	\$25.00/hour	\$175/day
Natural Turf Soccer Fields	\$25.00/hour	\$25.00/hour	\$175/day

Local Park District's Field Use Fees

Carmichael Recreation & Park District

2018	No Lights	With Lights	All Day, No Lights
Softball Fields	\$40/hour (2 hr min)	\$45/hour (2 hr min)	\$140 per day per field

Mission Oaks Recreation & Park District

2018	Single Day	Yth Rec Program (up to 5 mos)	Yth Comp. & Adult Program (up to 5 mos)
Outdoor Athletic Field	\$85.00	\$500.00	\$1,000.00

City of Placerville

2018	Application Fee	Per Day	Deposit
Lions Park Softball Fields	\$25.00	\$200.00	\$250.00 per field

Lincoln Recreation & Parks

2018	Yth < than 100 Players Hr/ Yth More than 100 Players	Adult
All Athletic Fields	\$20/hr or \$80/mo.	\$10.00 per player \$30/hr

Southgate Recreation & Park District

2018	Practice Rate	Game Rate	Tournament Rate
Soccer Field	\$25/field/day	\$50/field/day	\$60/field/day

Consumnes Community Services District

2018	Hourly	Daily	Tournament
Deposit	\$1,000.00	\$1,000.00	\$1,000.00
Grass Field	\$30.00	\$165.00	\$160.00/day plus Staff fees (\$23.00/hr)

City of Galt

2018	Hourly	Daily	Other
Deposit	\$100.00	\$100.00	\$100.00
Green Basin Field	\$25.00	N/A	N/A
Harvey Baseball Park	\$25.00	\$300.00	N/A
Community Baseball Park	\$25.00/hr/field	\$800.00	\$550.00 for half day rental
Veterans Soccer Field	\$25.00	N/A	\$55.00 per game
Walker Park Grass Field	\$25.00	N/A	\$55.00 per game

Project	Cameron Park	EL Dorado Hills	Stallion Springs	Salton CSD	Proposed
New Home	\$270.00	\$770.00	\$600.00	\$50.00	\$600.00
Room Addition	\$100.00	\$300.00	N/A	N/A	\$200.00
Swimming Pool	\$100.00	\$195.00	N/A	N/A	\$175.00
Storage Shed	\$50.00	\$85.00	N/A	N/A	\$35.00
Roof	\$50.00	\$85.00	N/A	N/A	\$75.00
Exterior Paint	\$35.00	\$60.00	N/A	N/A	\$35.00
Deck, Porch, Patio Cover, Trellis, Gazebo	\$35.00	\$85.00	N/A	N/A	\$35.00
Fence, Retaining Wall	\$35.00	\$85.00	N/A	N/A	\$35.00
Landscaping	\$35.00	\$85.00	N/A	N/A	\$35.00
Tree Removal	\$35.00	\$60.00	N/A	N/A	\$35.00
Basketball Hoop	\$35.00	\$60.00	N/A	N/A	\$35.00
Solar Panel	\$35.00	\$85.00	N/A	N/A	\$75.00
Siding	\$35.00	\$85.00	N/A	N/A	\$75.00
Misc (Satellite Dish, Play Structure)	\$35.00	\$85.00	N/A	N/A	\$35.00

	Median Sales Price*	Median Price per Square Foot*
Cameron Park	\$496k	\$248.00
El Dorado Hills	\$698k	\$257.00
Stallion Springs	\$269k	\$165.00

*data from Realtor.com
9/27/2018



Agenda Transmittal

DATE: November 14, 2018

FROM: Vicky Neibauer, Finance and Human Resources Officer

AGENDA ITEM #13: **FIRST QUARTER BUDGET TO ACTUALS REPORT**

RECOMMENDATION: **RECEIVE & DISCUSS**

In summary, at this first quarter mark in the Fiscal Year, with the financials adjusted for known anomalies and other activities, it appears that the District finances are generally in line with overall budget parameters.

Attached are two financial reports for your review. Attachment A is a financial review of the General Fund, while Attachment B is a financial review of the CC&R Fund. Each report has a column for the final budget, current year actual (or actual expenditures to date) and the percent expended to date. There are four general anomalies that you will find throughout these reports.

First, property taxes, our largest revenue source, come to us in three payments. Two of the largest payments are in December and April with another small payment in June. Other Department revenues are seasonal in nature so they may present themselves predominately in the Fall, Winter, Spring, or Summer. Generally, all revenue accounts are affected by these seasonal forces. As you can see from the reports, property taxes collected are at 0% or nearly 0% collected.

Second, there are one time payments that make the accounts appear to be overspent. The accounts impacted are 5160 and 5320. In Account 5160-CalPERS Retirement there is a lump sum, one-time payment for \$135,983 representing the CalPERS unfunded liability. With adjustment for this lump sum of \$135,983, the account is 6.6% expended to date. Overall Salaries and Benefits are 30.1% expended with the lump sum adjustment.

Account 5320 – Insurance is a lump sum, one-time payment of \$81,733. This account will be overspend by \$4,583 at year end due to an under estimate when putting together the Final Budget.

Third, are some of the accounts directly connected to the Budget Action Plan that were not implemented until several months into the fiscal year. These accounts include 5415-Printing and 5421-Program supplies.

Lastly there are accounts that are charged in error. This has happened in 5420-Professional Service, and is being addressed.

Attachments

A: Financial Review of General Fund

B: Financial Review of CC&R Fund

01 - General Fund
Percentage of Year Expended
equals 32.1%

		Total Budget - Final	Current Year Actual	Percent Expended To Date	
Revenues					
Property Taxes	4110	3,994,388	4,920	0.1%	
Franchise Fees	4113	167,000	36,951	22.1%	
Quimby Fees	4120	31,000	0	0.0%	
Plan Review	4132	18,000	4,256	23.6%	
Arc Review Fees	4140	0	308	#DIV/0!	
Tuition Fees	4142	10,000	0	0.0%	
Youth Programs	4145	37,962	11,850	31.2%	
Adult Programs	4146	29,669	2,974	10.0%	
Youth Sports	4147	98,418	10,053	10.2%	
Adult Sports	4148	16,488	960	5.8%	
Camp Revenues	4149	12,804	5	0.0%	
Senior Nutrition Program	4152	0	(17)	#DIV/0!	
Senior Programs	4153	0	3,120	#DIV/0!	
Recreation Program	4154	12,522	0	0.0%	
Special Events	4170	42,000	5,389	12.8%	
Day Pass - Kiosk	4180	40,800	7,149	17.5%	
Season Pass	4181	37,680	371	1.0%	
Reservations	4182	9,960	(271)	-2.7%	
Summer Kids Camp	4183	40,800	13,166	32.3%	
Concessions	4184	7,800	5,812	74.5%	
Rentals	4185	78,000	17,237	22.1%	
Gym Revenue	4186	28,800	6,041	21.0%	
Pool Use Fees	4187	161,406	40,099	24.8%	
Parks/Facility Revenue	4190	42,614	0	0.0%	
Brochure Ads	4209	1,000	0	0.0%	
Summer Spectacular	4220	30,800	25,652	83.3%	
Donations	4250	0	1,000	#DIV/0!	
Sponsorships	4255	30,000	1,000	3.3%	
JPA Reimbursable	4260	1,150,000	392,159	34.1%	
Fire Apparatus Equip	4262	150,000	12,206	8.1%	
Reimbursement	4400	20,000	0	0.0%	
Weed Abatement	4410	34,136	1,960	5.7%	
Interest Income	4505	9,600	154	1.6%	
Other Income	4600	3,000	574	19.1%	
Total Revenues		<u>6,346,647</u>	<u>605,076</u>	<u>9.5%</u>	
Expenditures					
Salaries - Permanent	5000	485,245	160,406	33.1%	
Salaries - Part-time	5010	265,399	80,550	30.4%	
Overtime	5020	5,500	4,673	85.0%	
Health Benefit	5130	158,513	55,729	35.2%	
Retiree Health Benefit	5135	88,547	28,305	32.0%	
Dental Insurance	5140	0	147	#DIV/0!	
Vision Insurance	5150	1,600	284	17.7%	
CalPERS Employer	5160	197,860	149,102	75.4%	lump sum payment
Worker's Compensation	5170	17,730	7,361	41.5%	
FICA/Medicare Employer	5180	1,477	8,317	563.1%	recreation omitted,
UI/TT Contribution	5190	19,029	8,287	43.5%	missed seasonal mix
Total Salaries and Benefits		<u>1,240,900</u>	<u>503,162</u>	<u>40.5%</u>	Adjusted 30.1%

01 - General Fund
Percentage of Year Expended
equals 32.1%

		Total Budget - Final	Current Year Actual	Percent Expended To Date	
Advertising/Marketing	5209	35,250	9,807	27.8%	
Agency Administration	5210	96,668	0	0.0%	
Agriculture	5215	13,186	984	7.5%	
Audit/Accounting	5220	93,913	0	0.0%	
Bank Charge	5221	12,000	4,219	35.2%	
Clothing/Uniforms	5230	8,250	4,427	53.7%	lump sum
Computer Software	5231	26,600	19,407	73.0%	one time purchases
Computer Hardware	5232	0	6,905	#DIV/0!	See budget 5235
Contractual Services	5235	68,915	28,084	40.8%	See budget 5235
Contractual - Provider	5236	3,763,473	1,617,559	43.0%	3rd, 4th quarters
Contract Services - Other	5240	58,768	45,351	77.2%	See budget 5420
Director Compensation	5250	13,500	5,000	37.0%	
EDC Department Agency	5260	7,200	4,561	63.3%	One-time payment
Educational Materials	5265	7,250	76	1.1%	
Elections	5270	18,000	0	0.0%	
Equipment-Minor/Small	5275	15,000	1,572	10.5%	
Fire & Safety Supplies	5285	3,150	1,143	36.3%	
Fire Prevention &	5290	900	0	0.0%	
Fire Turnout Gear	5295	31,000	3,025	9.8%	
Fire- Volunteer/Resident	5296	29,200	16,652	57.0%	
Food	5300	7,000	2,106	30.1%	
Fuel	5305	71,000	22,901	32.3%	
Government Fees/Permits	5310	23,500	1,201	5.1%	
Household Supplies	5315	25,000	13,714	54.9%	
Instructors	5316	74,190	26,034	35.1%	
Insurance	5320	77,150	81,733	105.9%	One-time, lump sum
Legal Services	5335	15,000	5,793	38.6%	Based on usage
Maint. - Vehicle Supplies	5340	2,000	88	4.4%	
Maint. - Buildings	5345	75,000	13,385	17.8%	
Maint. - Equipment	5350	42,400	11,474	27.1%	
Maint. - Grounds	5355	81,155	21,834	26.9%	
Maint. - Radio/Phones	5360	2,000	1,140	57.0%	
Maint. - Tires & Tubes	5365	14,000	4,685	33.5%	
Maint. - Vehicle	5370	34,000	3,942	11.6%	
Medical Supplies	5375	1,450	0	0.0%	
	5380	10,910	461	4.2%	
Mileage Reimbursement	5385	4,400	795	18.1%	
Miscellaneous	5395	0	(197)	#DIV/0!	
Office Supplies/Expense	5400	10,500	3,944	37.6%	
Pool Chemicals	5405	30,000	20,771	69.2%	Seasonal
Postage	5410	4,000	913	22.8%	
Printing	5415	500	528	105.7%	Budget Action Plan
Professional Services	5420	105,333	74,499	70.7%	See 5220,
Program Supplies	5421	17,410	10,766	61.8%	Budget Action Plan
Publications & Legal	5425	600	266	44.3%	
Radios	5430	500	0	0.0%	
Refund-Activity Pass	5431	0	4,217	#DIV/0!	
Rent/Lease - Bldgs	5435	10,950	648	5.9%	
Rent/Lease - Equipment	5440	2,000	1,189	59.4%	No longer renting storage
Staff Development	5455	17,250	5,646	32.7%	
Special Events	5465	8,000	2,134	26.7%	

01 - General Fund
Percentage of Year Expended
equals 32.1%

		Total Budget - Final	Current Year Actual	Percent Expended To Date	
Summer Spectacular	5466	52,000	24,847	47.8%	Annual
Phones/internet	5470	31,400	14,132	45.0%	Audit in progress
Travel/Lodging	5480	10,000	300	3.0%	
Tuition	5486	1,000	0	0.0%	
Utilities - Water	5490	79,200	24,663	31.1%	
Utilities - Electric/Gas	5492	98,116	92,326	94.1%	Gas seasonal
Utilities - Garbage	5493	0	344	#DIV/0!	
Vandalism	5500	3,000	0	0.0%	
Cal Fire In Kind Purchases	5501	0	440	#DIV/0!	
Capital Equipment	5625	138,278	0	0.0%	
Total Expenditures		<u>6,723,315</u>	<u>2,262,432</u>	<u>33.7%</u>	
Excess (deficit) of Revenues Over (under) Expenditures		<u>(376,668)</u>	<u>(2,160,517)</u>	<u>573.6%</u>	

02 - CC&R

Percentage of Year expended

32.1%

		<u>Total Budget -</u>	<u>Current Year</u>	<u>Percent</u>
		<u>Final</u>	<u>Actual</u>	<u>Expended To</u>
Revenue				
Plan Review	4132	0.00	(50.00)	#DIV/0!
Special Assessments	4135	81,600.00	0.00	0.0%
Arc Review Fees	4140	19,800.00	3,710.00	18.7%
Interest Income	4505	0.00	862.48	#DIV/0!
Total Revenue		101,400.00	4,522.48	4.5%
Expenditures				
Salaries - Permanent	5000	46,120.00	25,277.16	54.8%
Overtime	5020	0.00	1,378.69	#DIV/0!
Health Benefit	5130	9,192.00	366.81	4.0%
Dental Insurance	5140	0.00	21.72	#DIV/0!
Vision Insurance	5150	132.00	32.58	24.7%
CalPERS Employer	5160	17,601.00	1,091.96	6.2%
Worker's Compensation	5170	1,384.00	387.42	28.0%
FICA/Medicare Employer	5180	0.00	373.63	#DIV/0!
UI/TT Contribution	5190	1,384.00	475.99	34.4%
Total Salaries and Benefits		75,813.00	29,405.96	38.8%
Advertising/Marketing	5209	500.00	6.66	1.3%
Agency Administration	5210	2,000.00	0.00	0.0%
Bank Charge	5221	200.00	0.00	0.0%
Clothing/Uniforms	5230	250.00	196.22	78.5%
Computer Software	5231	7,980.00	660.00	8.3%
Contract Services - Other	5240	3,768.00	0.00	0.0%
EDC Department Agency	5260	1,500.00	0.00	0.0%
Food	5300	100.00	48.73	48.7%
Fuel	5305	950.00	0.00	0.0%
Insurance	5320	2,850.00	767.00	26.9%
Legal Services	5335	20,000.00	5,144.91	25.7%
Maint. - Equipment	5350	200.00	53.36	26.7%
Maint. - Vehicle	5370	1,100.00	198.20	18.0%
	5380	30.00	29.60	98.7%
Office Supplies/Expense	5400	1,000.00	233.89	23.4%
Postage	5410	300.00	6.70	2.2%
Professional Services	5420	0.00	2,106.94	#DIV/0!
Publications & Legal	5425	0.00	73.00	#DIV/0!
Phones/internet	5470	2,000.00	1,329.77	66.5%
Total Expenditures		120,541.00	10,854.98	9.0%
Net Revenue Over Expenditures		(19,141.00)	(24,883.48)	130.0%