

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



Budget and Administration Committee
Tuesday, June 1, 2021
6:30 p.m.

TELECONFERENCE ZOOM MEETING

<https://us02web.zoom.us/j/81380000602>

Meeting ID: 813 8000 0602

(Teleconference/Electronic Meeting Protocols are attached)

Conformed Agenda

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

Alternate Director Monique Scobey (MS)

Staff: Jill Ritzman, General Manager

CALL TO ORDER 6:37

ROLL CALL EA/FC

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

ADOPTION OF AGENDA APPROVED

APPROVAL OF CONFORMED AGENDA APPROVED

OPEN FORUM

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

DEPARTMENT MATTERS

1. **Fiscal Year 2019-2020 Audit** (Kamiko Tsuchida, Eide Bailly; Michael O'Connor, R.J. Ricciardi)

Committee asked to have the Development Impact fees and GO Bond cited as restricted funds on page 7; and suggested a more comprehensive audit of internal controls for future. Recommended forwarding audit to Board for approval.

2. Fiscal Year 2021-2022 Budget Review – General Fund 01 (District staff)

Committee reviewed and discussed the proposed budget, and recommended forwarding to the Board for approval.

3. Capital Project Budget Appropriations (District staff)

Committee discussed proposed budget adjustments for FY20-21; asked for the amount of rental revenues to be confirmed amongst staff.

4. Fiscal Year 2021-2022 LLAD Budget Changes for Engineer's Report (J. Ritzman, N. Garrison)

Committee discussed changes to LLAD budget and recommended forwarding to Board of Directors for approval.

5. Update to Policy 2055 – Administrative Leave (J. Ritzman)

Committee asked for staff to research leave benchmarks at other nearby agencies, and to move ahead if the proposed leave was consistent with the those agencies.

6. Establishing Appropriations Limitation FY 2021-2022 (C. Greek)

Committee recommended forwarding to the Board of Directors for approval.

7. Staff Updates

- a. Check Register Review (L. Sanders-Ito)
- b. Finance Office Monthly Report (oral)
- c. Legislative Updates (J. Ritzman)
- d. El Dorado Disposal Performance Standards (written report)

8. Items for June & Future Committee Meetings

Items for July and future include internal control audit details.

9. Items to take to the Board of Directors

- Fiscal Year 2019-20 Audit
- Budget for General Fund, Fund 01; CC&R Fund 02; LLADs Funds 30-50
- Capital Project Budget Appropriations
- Updated to Policy 2055 – Administrative Leave
- Establishing Appropriations Limitation FY 2021-22

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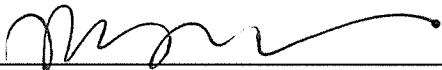


MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

- FC – Cameron park picnic reservations was not easy to find on the website. Attended two in-person community meetings, Chamber breakfast at Country Club and Soroptimist gathering at Los Pinos
- EA – Looking forward to additional information from State later this month regarding opportunities to open up community after COVID.


ADJOURNMENT 8:35

Conformed Agenda Prepared by:



Jill Ritzman
Board Secretary

Conformed Agenda Approved by:



Director Eric Aiston, Chair
Budget & Administration Committee