

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



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

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

Meeting ID: 810 2811 0590

(Teleconference/Electronic Meeting Protocols are attached)

Conformed Agenda

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

Alternate Director Monique Scobey (MS)

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

CALL TO ORDER : 6:38pm

ROLL CALL – FC/EA

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

ADOPTION OF AGENDA – Approved

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

APPROVAL OF CONFORMED AGENDA - Approved

OPEN FORUM

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

DEPARTMENT MATTERS

1. Fiscal Year 2019-2020 Year-End Report, General Fund 01, CCRs, Quimby, Capital Asset Reserves (pre-audit) (V. Neibauer)

- *Staff is updating the Fund Balances to include 19/20 Fund Balances*
- *Hold over CC&R Fund 02, Quimby 03, Capital Asset Reserves Funds 07 & 08 until next meeting*
- *Committee Supports moving the General Fund 01 forward to the Board of Directors*

2. Pool Heater & Lights – Vendor Selection and Budget Allocation (hand-carry to meeting; M. Grassle)

- *Staff is recommending the 97% Efficiency Heater*
- *Currently 50% of the heater is working*
- *Staff is recommending replacing all the underwater pool lights*
- *Committee supports moving Item 2 to the Board of Directors*

3. Finalize Work Plan 2021 (J. Ritzman)

- *Committee supports moving Item 3 to the Board of Directors with the addition of an Annual Finance Office Calendar*

4. Staff Updates

a. December Check Register Review (V. Neibauer)

~~b. Fire Apparatus Lease Information (V. Neibauer)~~

- *Committee Approved to remove from the February Agenda*

c. Legislative Updates (J. Ritzman)

- *CSDA is asking for more letters*
- *Committee suggests looking into the New Brown Act Bill*

d. Strategic Plan (J. Ritzman)

- *The last workshop is scheduled for Wednesday, February 24, 2021*
- *Staff is updating the Survey & Stakeholder Results and Reports*

5. Items for February March & Future Committee Meetings

- **Policy Updates: Legislative Policy, Debt Management Policy**
 - *CC&R Fund 02, Quimby 03, Capital Asset Reserves Funds 07 & 08*

6. Items to take to the Board of Directors

- *Committee supports moving Items 1 (General Funds 01 Only), 2 and 3*

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

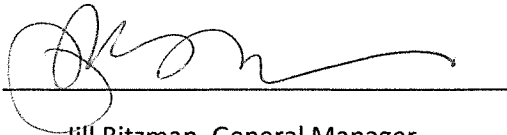
EA: Thank you to Jill for giving up her print space in the Cameron Park Life to introduce himself, announce District updates and talking about the Fire Tower

ADJOURNMENT – 8:16pm

Conformed Agenda Prepared by:

Conformed Agenda Approved by:

Cameron Park Community Services District
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Jill Ritzman, General Manager
Board Clerk



Director Eric Aiston, Chair
Budget & Administration Committee