

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



**Budget and Administration Committee**  
**Tuesday, December 1, 2020**  
**6:30 p.m.**

**TELECONFERENCE ZOOM MEETING**  
<https://us02web.zoom.us/j/84802881574>

**Meeting ID: 848 0288 1574**

(Teleconference/Electronic Meeting Protocols are attached)

**Agenda**

Members: Chair Director Eric Aiston (EA), Vice Chair Director Monique Scobey (MS),  
and Alternate Director Felicity Wood Carlson (FC)

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

**CALL TO ORDER**

**ROLL CALL**

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

**ADOPTION OF AGENDA**

**APPROVAL OF CONFORMED AGENDA**

**OPEN FORUM**

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

**DEPARTMENT MATTERS**

- 1. Fiscal Year 2019-2020 Year End Report - Unaudited** (V. Neibauer)
- 2. Proposed Revisions to Policy 4060: Committees of the Board of Directors** (J. Ritzman)

### **3. Staff Updates**

- a. November Check Register Review (V. Neibauer)
- b. Legislative Updates (J. Ritzman)
- c. Strategic Plan (J. Ritzman)
- d. HR 763 (oral report – J. Ritzman)  
<https://www.congress.gov/bill/116th-congress/house-bill/763>

### **4. Items for January & Future Committee Meetings**

- Policy Updates: Legislative Policy, Debt Management Policy
- FY 2020-2021 Mid Year Budget Adjustments (Jan)

### **5. Items to take to the Board of Directors**

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

## **ADJOURNMENT**



# Teleconference/Electronic Meeting Protocols

## Cameron Park Community Services District

(Effective April 2, 2020)

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

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

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

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

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

### **BOARD AND COMMITTEE MEMBERS:**

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

## **PUBLIC PARTICIPATION:**

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

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

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

#### **FOR ALL PARTICIPANTS:**

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

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

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



**Budget and Administration Committee**  
**Tuesday, November 3, 2020**  
**6:30 p.m.**

**TELECONFERENCE ZOOM MEETING**  
<https://us02web.zoom.us/j/83952551867>

**Meeting ID: 839 5255 1867**

(Teleconference/Electronic Meeting Protocols are attached)

**Conformed Agenda**

Members: Chair Director Eric Aiston (EA), Vice Chair Director Monique Scobey (MS),  
and Alternate Director Felicity Wood Carlson (FC)

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

**CALL TO ORDER** – 6:32pm

**ROLL CALL** – EA/MS

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

**ADOPTION OF AGENDA** - 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. SB 1383 Pilot Program** (S. Vaira, El Dorado Disposal)

- Reviewed and discussed SB 1383 Pilot Program; proposed to begin in Spring 2021. Bring back to Committee for further discussion after the beginning of 2021.

**2. Fiscal Year 2020-2021 First Quarter Budget to Actuals (V. Neibauer)**

- *Reviewed and discussed Fiscal Year 2020-2021 First Quarter Budget to Actuals. Move to the Board with support.*

**3. Staff Updates**

- a. October Check Register Review (V. Neibauer)
- b. Legislative Updates (J. Ritzman)
- c. Strategic Plan (J. Ritzman)

**4. Items for November & Future Committee Meetings**

- Policy Updates: Legislative Policy, Debt Management Policy
- FY 2019-2020 Year End Close (Dec)
- FY 2020-2021 Mid Year Budget Adjustments

**5. Items to take to the Board of Directors**

- *Fiscal Year 2020-2021 First Quarter Budget to Actuals (General Business).*

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

**ADJOURNMENT** – 8:22pm



## Agenda Transmittal

**DATE:** December 1, 2020

**FROM:** Vicky Neibauer, Finance/HR Officer

**AGENDA ITEM #1:** FISCAL YEAR 2019-2020 YEAR-END REPORT (UNAUDITED)

**RECOMMENDED ACTION: REVIEW AND DISCUSS; FORWARD TO THE BOARD OF DIRECTORS**

### Introduction

The Cameron Park Community Services District (District) staff is presenting a pre-audit Financial Report for Fiscal Year 2019-2020 (FY19-20). The pandemic has hampered the District's ability to generate revenues from service and program fees. In addition, the Board removed the budget allocation for operational costs of the Swimming Lagoon during FY19-20 Budget Hearings to balance the District's budget, but the Lagoon was not closed mid-summer and continued to operate in July and August 2019.

### Discussion

The District's FY19-20 Budget had a budgeted deficit of \$182,491 due to capital costs related to the acquisition of a new fire engine and two utility vehicles, and parks projects. Operationally, the FY19-20 budget was balanced.

This pre-audit report (Attachment 1A) shows an actual deficit of \$380,310, which is \$197,819 over the budgeted amount.

### Items to Note:

#### *Revenues*

- The capital projects in Parks were expended from the Special Funds (Funds 80 and 03) and not the General Fund, Fund 01.
- Total revenues lost for parks, community center, and recreation services are estimated at \$440,906, approximately 58% of their budget revenues.



- Lake Pass sales realized 129% of budgeted revenues; Kiosk revenues are 110% realized; Concessions revenues are 124%.
- FY19-20 Community Center Assembly Hall rental revenues for nine months almost matched FY18-19 rental revenues for twelve months, so it appears that Community Center rentals to the public were increasing prior to the pandemic.
- Fire Marshal Fee revenues are up 226% due to fee increases, increased project reviews, and more projects reviewed in-house.

### *Expenditures*

- Even with the staff furloughs, part-time year round and full-time salaries were over-expended by 3%, \$24,587. Overages occurred in all departments, except at the Community Center.
- Overtime was over-expended by 148%.
- Salaries and Benefits overall met budget, with savings in part-time seasonal salaries and unemployment.
- Educational Materials and Postage are over-expended related to the California Climate Investment education outreach program, funded by grant funds. Reimbursements from the State often lag behind claims as the District must spend the funds before claiming.
- Legal Services is over-expended by \$25,921 due a to Board-approved personnel investigation.
- Rents/Leases expenditure is related to the District's basketball program, which was unbudgeted by mistake.
- Overall, total expenditures were down by 7%, for a total of \$504,718, mostly related to Capital Equipment. The Capital Equipment which was not received in FY19-20 is budgeted in Fiscal Year 2020-2021.

### **Conclusion**

Additional expenses and loss of revenues due to COVID, and the unbudgeted expenses of the Swimming Lagoon, affected the District's year-end position. Staff is reviewing the District's FY20-21 budget, making adjustments to meet the challenges of COVID, especially addressing budgets for Recreation and Community Center. Mid-year budget

adjustments will be presented in January to the Budget and Administration Committee. The Mid-Year Budget Adjustment will provide a framework to address the District's changes in operations due to COVID.

Attachment:

1A – FY19-20 Financial Report

**Cameron Park Community Services District**  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**  
**From 7/1/2019-6/30/2020**

Title/Account Number		Prior Budget 1920	Year End Actual 2019- 20	Amount over/under Budget	Percentage expended	Description
<b>Operating Revenue</b>						
Property Taxes	4110	4,184,387.00	4,253,025.60	68,638.60	101.64%	Collections greater than anticipated
Franchise Fees	4113	200,000.00	188,602.30	(11,397.70)	94.30%	Includes Quarter 1-4
Park Impact Fees	4115	52,000.00	0.00	(52,000.00)	0.00%	Reimbursement for costs realized in Special Fund \$17,743
Quimby Fees	4120	28,554.00	0.00	(28,554.00)	0.00%	Reimbursement for costs in special fund Parking Lot maintenance .
Fire Development	4125	10,000.00	0.00	(10,000.00)	0.00%	Reimbursement for costs in special fund
Fire Marshall Plan Review	4132	18,000.00	40,723.90	22,723.90	226.24%	More in-house inspections than anticipated.
Tuition Fees	4142	0.00	0.00	0.00	#DIV/0!	Reimbursement for costs in special fund. FY 19-20 Fund trueup netted current and past Admin Fee.
Youth Classes	4145	38,000.00	9,319.38	(28,680.62)	24.52%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Adult Classes	4146	36,727.00	16,526.81	(20,200.19)	45.00%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Youth Sports	4147	100,000.00	50,930.21	(49,069.79)	50.93%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Adult Sports	4148	18,800.00	6,800.00	(12,000.00)	36.17%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Camp Revenues	4149	12,800.00	0.00	(12,800.00)	0.00%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Senior Programs	4153	12,000.00	8,648.69	(3,351.31)	72.07%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Recreation Program Revenue	4154	11,609.00	942.50	(10,666.50)	8.12%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Transfer In	4165	0.00	74,885.99	74,885.99	#DIV/0!	Unanticipated adjustments necessary for transactions between Funds.
Special Events	4170	25,000.00	11,433.40	(13,566.60)	45.73%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Park Lake Kiosk Revenues - VOID	4180	21,012.00	23,196.00	2,184.00	110.39%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Lake Season Pass	4181	21,666.00	28,055.23	6,389.23	129.49%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Picnic Site Rentals	4182	27,436.00	112.00	(27,324.00)	0.41%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Summer Kids Camp	4183	42,000.00	11,777.50	(30,222.50)	28.04%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Cameron Park Lake Concessions	4184	3,250.00	4,023.25	773.25	123.79%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)

**Cameron Park Community Services District**  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**  
**From 7/1/2019-6/30/2020**

**Attachment 1A**

CC Facility Rentals	4185	129,114.00	32,933.13	(96,180.87)	25.51%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Gym Rentals	4186	33,650.00	17,515.75	(16,134.25)	52.05%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Pool Use Fees	4187	195,882.00	71,689.17	(124,192.83)	36.60%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Parks Fac Rev - Sports Fields	4190	27,061.00	21,198.25	(5,862.75)	78.34%	Covid-19 in 4th quarter (total recreation and Parks and Facilities revenue \$315,101.budget \$756,007, 40%,)
Summer Spectacular	4220	0.00	0.00	0.00	#DIV/0!	No event.
Donations	4250	1,000.00	200.00	(800.00)	20.00%	CPF, CRCF Litter, Revenue Accrual (\$4,922)
Sponsorships	4255	30,000.00	6,075.00	(23,925.00)	20.25%	Marshall Hospital, Aquatics; Donation, Aquatics training; SDLF Sponsor, Parks
JPA Reimbursable	4260	1,150,000.00	1,122,399.78	(27,600.22)	97.60%	Expenditures less than JPA funding. New JPA reimbursement process.
Fire Apparatus Equip Rental	4262	100,000.00	48,000.00	(52,000.00)	48.00%	Correction JV needed
Reimbursement	4400	64,717.00	8,930.17	(55,786.83)	13.80%	Parks fuel reimbursement to FD, Budget also includes budgeted Rec revenue surplus planned for transfer to CC
Weed Abatement	4410	23,263.00	13,167.01	(10,095.99)	56.60%	Less lien collections than anticipated, includes a cci grant reimbursement \$1,946.35
Interest Income	4505	59,000.00	45,593.55	(13,406.45)	77.28%	Covid-19 Cash decline
Other Income	4600	121,592.00	2,278.80	(119,313.20)	1.87%	Engine Sale,3000; JPA/CSD fuel; Rec/WA Unknown
Grant - CI	4605	<u>23,000.00</u>	<u>0.00</u>	<u>(23,000.00)</u>	<u>0.00%</u>	No Activity
<b>Total Operating Revenue</b>		<b><u>6,821,520.00</u></b>	<b><u>6,118,983.37</u></b>	<b><u>(702,536.63)</u></b>	<b><u>89.70%</u></b>	

**Expenditures**

Salaries - Perm.	5000	648,646.00	673,231.56	24,585.56	103.79%	Admin budget variance = \$14,902 Parks budget variance = \$30,463 Communt Center budget variance = (13,004) Recreation budget variance = \$9,123
Salaries - Seasonal	5010	157,170.00	118,195.46	(38,974.54)	75.20%	Rec, WA
Overtime	5020	5,899.00	8,740.78	2,841.78	148.17%	Reflection of COVID and workload."Admin budget variance = \$2,946 Parks budget variance = (\$387) Com Center budget variance = \$872 Recreation budget variance = (\$590) Some employees use CTO mitigating Overtime costs
Health Benefit	5130	108,174.00	125,407.45	17,233.45	115.93%	Rate Incr in Jan
Retiree Health Benefit	5135	69,042.00	81,001.21	11,959.21	117.32%	Rate Incr in Jan
Dental Insurance	5140	9,488.00	11,111.07	1,623.07	117.11%	Rate Incr in Jan
Vision Insurance	5150	1,460.00	1,627.45	167.45	111.47%	Rate Incr in Jan
CalPERS Employer Retirement	5160	220,831.00	213,596.31	(7,234.69)	96.72%	
Worker's Compensation	5170	56,127.00	58,277.36	2,150.36	103.83%	Change to SDRMA
FICA/Medicare Employer Contributor	5180	19,963.00	21,571.28	1,608.28	108.06%	See Acct 5000, 5020
UI/TT Contribution	5190	<u>42,188.00</u>	<u>10,053.51</u>	<u>(32,134.49)</u>	<u>23.83%</u>	Budgeting Error
<b>Total Salaries and Benefits</b>		<b><u>1,338,988.00</u></b>	<b><u>1,322,813.44</u></b>	<b><u>(16,174.56)</u></b>	<b><u>98.79%</u></b>	

**Cameron Park Community Services District  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
From 7/1/2019-6/30/2020**

**Attachment 1A**

Advertising/Marketing	5209	30,095.00	24,044.78	(6,050.22)	79.90%	No Spring/Summer Program Guide
Agency Administration Fee	5210	0.00	0.00	0.00	#DIV/0!	Property Tax net
Agriculture	5215	18,485.00	8,984.05	(9,500.95)	48.60%	Park/CC
Audit/Accounting	5220	47,500.00	43,902.31	(3,597.69)	92.43%	Autid, Professiol Accounting Serv
Bank Charge	5221	14,141.00	8,526.71	(5,614.29)	60.30%	MM Established in late June. In most cases, interest will cover bank charge.
Clothing/Uniforms	5230	8,360.00	6,127.04	(2,232.96)	73.29%	Less than anticipated
Computer Software	5231	28,483.00	22,193.50	(6,289.50)	77.92%	Abila, MSA, Credit card
Computer Hardware	5232	47,758.00	38,260.52	(9,497.48)	80.11%	Computers, other computer assessories-Admin, Fire, WA
Contractual Services	5235	20,000.00	6,479.55	(13,520.45)	32.40%	Fre Permit Inspections Contractor - more in-house inspections
Contractual - Provider Services	5236	3,710,059.00	3,739,052.27	28,993.27	100.78%	Cal Fire Contract for services
Contract Under Utilization	5237	0.00	0.00	0.00	#DIV/0!	Change in Accounting practice to separate cost less budget to start in FY 20-21.
Contract Services - Other	5240	106,591.00	122,095.08	15,504.08	114.55%	Paychex, Web Maint, IT Servoces.Security services, Growlersburg
Director Compensation	5250	13,700.00	11,759.02	(1,940.98)	85.83%	Less than anticipated
EDC Department Agency	5260	4,268.00	4,268.20	0.20	100.00%	LAFCO
Educational Materials	5265	6,845.00	16,196.58	9,351.58	236.62%	Fire, WA, Credit Card. CCI Reimbursable.
Elections	5270	0.00	0.00	0.00	#DIV/0!	
Equipment-Minor/Small Tools	5275	9,500.00	6,912.29	(2,587.71)	72.76%	Credit card purchases
Fire & Safety Supplies	5285	4,803.00	6,926.21	2,123.21	144.21%	Stolen Park equipment replacement insurance reimbursed, credit card purchases.
Fire Prevention & Inspection	5290	1,800.00	1,100.00	(700.00)	61.11%	Fire ext inspection, Credit card purchases
Fire Turnout Gear	5295	31,000.00	30,195.26	(804.74)	97.40%	
Fire- Volunteer/Resident	5296	29,200.00	10,816.60	(18,383.40)	37.04%	Lower than anticipated.
Food	5300	4,117.00	4,759.35	642.35	115.60%	Staff Dev/trainng, Credit card purchases
Fuel	5305	71,028.00	53,577.49	(17,450.51)	75.43%	Less than anticipated
Government Fees/Permits	5310	29,934.00	20,464.81	(9,469.19)	68.37%	Dam, OHSA penalty, misc permits
Household Supplies	5315	26,701.00	29,475.36	2,774.36	110.39%	Greater than anticipated
Instructors	5316	52,090.00	47,220.76	(4,869.24)	90.65%	Less than anticipated
Insurance	5320	103,500.00	97,704.65	(5,795.35)	94.40%	
Legal Services	5335	14,250.00	40,171.41	25,921.41	281.90%	Greater than anticipated
Maint. - Vehicle Supplies	5340	4,000.00	26.58	(3,973.42)	0.66%	Less than anticipated
Maint. - Buildings	5345	50,495.00	24,907.02	(25,587.98)	49.33%	Less than anticipated
Maint. - Equipment	5350	46,668.00	44,609.28	(2,058.72)	95.59%	
Maint. - Grounds	5355	86,488.00	43,299.50	(43,188.50)	50.06%	Less than anticipated
Maint. - Radio/Phones	5360	2,000.00	1,959.41	(40.59)	97.97%	
Maint. - Tires & Tubes	5365	16,100.00	9,923.85	(6,176.15)	61.64%	Less than anticipated
Maint. - Vehicle	5370	21,000.00	22,916.91	1,916.91	109.13%	Greater than anticipated. Oil change and other vehicle maintenance.
Medical Supplies	5375	766.00	217.30	(548.70)	28.37%	Less than anticipated
Memberships/Subscriptions	5380	9,445.00	10,494.62	1,049.62	111.11%	Greater than anticipated
Mileage Reimbursement	5385	1,028.00	916.99	(111.01)	89.20%	Less than anticipated
Miscellaneous	5395	0.00	40.00	40.00	#DIV/0!	Adjustment for Consession stand cash shortage
Office Supplies/Expense	5400	10,848.00	13,724.96	2,876.96	126.52%	Greater than anticipated
Pool Chemicals	5405	21,500.00	23,398.15	1,898.15	108.83%	Year round programming. Greater than anticipated
Postage	5410	4,400.00	8,213.77	3,813.77	186.68%	WA CCI grant reimbursable, \$8,213.77
Printing	5415	614.00	211.88	(402.12)	34.51%	No Spring/Summer Recreation Guide.

**Cameron Park Community Services District**  
**Statement of Revenues and Expenditures - Unposted Transactions Included In Report**  
**From 7/1/2019-6/30/2020**

**Attachment 1A**

Professional Services	5420	161,432.00	76,737.15	(84,694.85)	47.54%	Solar Consulting
Program Supplies	5421	25,242.00	15,784.35	(9,457.65)	62.53%	Covid 4th Quarter
Publications & Legal Notices	5425	595.00	0.00	(595.00)	0.00%	Less than anticipated
Radios	5430	2,500.00	2,370.88	(129.12)	94.84%	
Refund-Activity Pass	5431	1,500.00	0.00	(1,500.00)	0.00%	Change in accounting practice. Refunded directly from Rev. Adjtmnt made for FY 20-
Rent/Lease - Bldgs, Fields, etc.	5435	30.00	7,060.00	7,030.00	23533.33%	Budget error. Includes Comarodo Gym rentals
Rent/Lease - Equipment	5440	9,820.00	8,072.16	(1,747.84)	82.20%	Less than anticipated
Staff Development	5455	28,050.00	12,895.57	(15,154.43)	45.97%	See Acct 5300. Less than anticipated
Special Events	5465	4,238.00	4,650.35	412.35	109.73%	Greater than anticipated
Summer Spectacular	5466	0.00	828.34	828.34	#DIV/0!	Budgeted in Account 5465.
Phones/internet	5470	44,589.00	42,134.52	(2,454.48)	94.50%	Less than anticipated
Utilities - Water	5490	42,500.00	44,436.17	1,936.17	104.56%	Greater than anticipated
Utilities - Electric/Gas	5492	168,350.00	158,555.71	(9,794.29)	94.18%	
Utilites - Water/Irrigation	5495	0.00	867.37	867.37	#DIV/0!	Budgeted in 5490
Vandalism	5500	2,000.00	0.00	(2,000.00)	0.00%	Less than anticipated
Cal Fire In Kind Purchases	5501	13,500.00	14,794.73	1,294.73	109.59%	Growlersberg in-kind costs.
Capital Equipment Expense	5625	451,117.00	82,873.90	(368,243.10)	18.37%	Deferred/Uncompleted Projects/Equipment Purchases
Tranfer Out	7000	<u>0.00</u>	<u>98,344.50</u>	<u>98,344.50</u>	<u>#DIV/0!</u>	Unanticipated adjustments necessary for transactions between Funds.
		<b><u>7,004,011.00</u></b>	<b><u>6,499,293.16</u></b>	<b><u>(504,717.84)</u></b>	<b><u>92.79%</u></b>	
<b>Total Expenditures</b>						
		<b><u>(182,491.00)</u></b>	<b><u>(380,309.79)</u></b>	<b><u>(197,818.79)</u></b>	<b><u>208.40%</u></b>	
<b>Net Reveue over expenditures</b>						



## Agenda Transmittal

**DATE:** December 1, 2020

**FROM:** Jill Ritzman, General Manager

**AGENDA ITEM #2:** **PROPOSED REVISIONS TO POLICY 4060 – COMMITTEES OF THE BOARD OF DIRECTORS**

**RECOMMENDED ACTION:** **SUPPORT AND FORWARD TO THE BOARD OF DIRECTORS FOR CONSIDERATION**

### Background

The Cameron Park Community Services District (District) Policy 4060 – Committees of the Board of Directors (last updated in 2008) dictates:

- ✓ How and why ad hoc committee are formed,
- ✓ Designates standing committees,
- ✓ How and when members are appointed to Committees.

### Discussion

In recent years, the District has experienced great success in recruiting community members to serve on various standing and ad hoc committees. Community members serve on the Architectural Review Committee, Landscaping and Lighting District Ad Hoc Committee, and Solar Energy Ad Hoc Committee. Serving on a Board committee provides a community member knowledge about the District and experience with the criteria for public meetings.

In fairness to community members serving on the various committees, the District should begin to take steps to formalize their roles, responsibilities, and term for their service. Community members have served on the CC&R Committee, but have not been subject to the annual appointment process like Board members, even though Policy 4060 states *“The Board President shall appoint and publicly announce the members of the standing committees for the ensuing year....”*

Staff is recommending edits to Policy 4060 to better define the appointment process for both community and Board members, and to memorialize the Architectural Review Committee as a Board standing committee.

Attachment:

2A – Policy 4060 with recommended edits



# 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;

**4060.2.5** Architectural Review Committee.

**4060.3** The Board President shall appoint and publicly announce the Board members and community members of the standing and ad hoc 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.

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 11/1/2020 Through 11/24/2020

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check #</u>	<u>Check Date</u>
	34,697.66	Payroll GL 11-13-20	Payroll GL 11-...	11/13/2020
	34,697.66		Total Payroll ...	11/13/2020
Abila	757.42	Accounting Software - November 2020	33118	11/19/2020
	757.42		Total 33118	11/19/2020
Acer Landscape Materials, Inc	329.94	CP Lake Decomp Granite for walking trail 10/23/20	33119	11/19/2020
	329.94		Total 33119	11/19/2020
Airespring Inc.	567.19	Internet Broadbands Com Cntr/Lake Nov. 2020	33060	11/5/2020
	567.19		Total 33060	11/5/2020
Airgas National Carbonation	109.66	Co2 pool 10/18/20	33061	11/5/2020
Airgas National Carbonation	193.50	Co2 pool 10/23/20		11/5/2020
	303.16		Total 33061	11/5/2020
Airgas National Carbonation	268.52	CO2 cylinder rental, Lagoon 10/31/20	33120	11/19/2020
Airgas National Carbonation	82.25	CO2 cylinder rental, pool 10/31/20		11/19/2020
Airgas National Carbonation	312.08	CO2 delv, pool 11/03/20		11/19/2020
	662.85		Total 33120	11/19/2020
Alhambra	28.32	Wtr delv & cooler rental 10/05/20	33062	11/5/2020
	28.32		Total 33062	11/5/2020
Allstar Fire Equipment, Inc.	3,352.62	New Type 1 Fire engine Nozzles 10/30/20	33122	11/19/2020
	3,352.62		Total 33122	11/19/2020
Arnolds for Awards, Inc.	16.09	Board nameplate-Sid Bazett 10/21/20	33063	11/5/2020
	16.09		Total 33063	11/5/2020
Arnolds for Awards, Inc.	37.54	FD tags for Novak 9/9/20	33123	11/19/2020
	37.54		Total 33123	11/19/2020

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 11/1/2020 Through 11/24/2020

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check #</u>	<u>Check Date</u>
AT&T Calnet 3	365.76	CSD Phone lines 09/24-10/23/20 BAN 9391035823	33064	11/5/2020
	365.76		Total 33064	11/5/2020
AT&T Calnet 3	151.86	FD Phones 09/24-10/23/20 BAN 9391035822 F/JPA splits	33065	11/5/2020
	151.86		Total 33065	11/5/2020
AT&T Calnet 3	23.75	FD Fax LIne 10/10-11/09/20 Jpa/Fd splits	33124	11/19/2020
	23.75		Total 33124	11/19/2020
Big O Tires #100	467.12	2008 F150 Parks truck tires 11/02/20	33066	11/5/2020
	467.12		Total 33066	11/5/2020
Brett Lanning	150.00	Parks Maint, Work Boots reimb B. Lanning 11/05/20	33141	11/19/2020
	150.00		Total 33141	11/19/2020
C & H Motor Parts, Inc	138.61	FD auto parts 10/28/20	33067	11/5/2020
	138.61		Total 33067	11/5/2020
California Public Employee's Retirement System	19,453.13	CalPERS Health Pymt November 2020	1001688615	11/2/2020
	19,453.13		Total 1001688...	11/2/2020
California Public Employee's Retirement System	857.53	PP23 11-13-20 CalPERS Classic Retirement	1001706243	11/13/2020
	857.53		Total 1001706...	11/13/2020
California Public Employee's Retirement System	3,723.37	PP23 11-13-20 CalPERS Retirement - Pepra	1001706245	11/13/2020
	3,723.37		Total 1001706...	11/13/2020

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 11/1/2020 Through 11/24/2020

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check #</u>	<u>Check Date</u>
California Special Districts Association	475.00	2020 Virtual Board Clerk Conf. A. Kimball 10/26-10/28/20	33077	11/5/2020
	475.00		Total 33077	11/5/2020
CalPERS 457 Plan	200.00	PP23 11-13-20 CalPERS 457 Plan	1001706241	11/13/2020
	200.00		Total 1001706...	11/13/2020
Cameron Park Taekwondo	250.00	Full Hall pymt Jan 2020 - Refund Covid FY 19/20	33068	11/5/2020
	250.00		Total 33068	11/5/2020
Capital Private Patrol	1,046.38	Patrol Srvcs, Parks October 2020	33125	11/19/2020
	1,046.38		Total 33125	11/19/2020
Carbon Copy, Inc.	33.66	CC Copier count Oct. 2020	33069	11/5/2020
Carbon Copy, Inc.	5.66	FD88 Copier count Oct 2020		11/5/2020
Carbon Copy, Inc.	13.39	FD89 Copier Count Oct. 2020		11/5/2020
	52.71		Total 33069	11/5/2020
CardConnect	50.00	Bolt CC Device rentals Oct 2020	33070	11/5/2020
	50.00		Total 33070	11/5/2020
Churchill's Hardware, Inc.	89.50	FD's misc hardware/supplies 09/30-10/31/20	33072	11/5/2020
	89.50		Total 33072	11/5/2020
Churchill's Hardware, Inc.	593.17	Parks/Lake misc hardware/supplies 09/30-10/28/20	33073	11/5/2020
	593.17		Total 33073	11/5/2020
Cintas Corporation #622	271.17	CC Janitorial Supplies 10/22/20	33074	11/5/2020

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 11/1/2020 Through 11/24/2020

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check #</u>	<u>Check Date</u>
Cintas Corporation #622	413.47	CC Janitorial Supplies 10/29/20		11/5/2020
	684.64		Total 33074	11/5/2020
Cintas Corporation #622	263.90	CC Janitorial Supplies 11/04/20	33126	11/19/2020
Cintas Corporation #622	267.17	CC Janitorial Supplies 11/12/20		11/19/2020
	531.07		Total 33126	11/19/2020
Comcate Software, Inc.	3,399.00	CC&R software 12/1/20-06/30/21	33075	11/5/2020
	3,399.00		Total 33075	11/5/2020
Conforti Plumbing, Inc	614.00	CM Park RR Urinal Replacement 11/11/20	33127	11/19/2020
	614.00		Total 33127	11/19/2020
De Lage Landen Financial Services, Inc.	87.97	FD88 Copier lease pymt 10/15-11/14/20	33078	11/5/2020
	87.97		Total 33078	11/5/2020
De Lage Landen Financial Services, Inc.	235.95	CC Copier Lease pymt 10/15-11/14/20	33079	11/5/2020
	235.95		Total 33079	11/5/2020
De Lage Landen Financial Services, Inc.	176.96	FD89 Copier lease pymt for Nov. 2020	33128	11/19/2020
	176.96		Total 33128	11/19/2020
Delta Dental of California	1,226.10	Dental - December 2020	33129	11/19/2020
	1,226.10		Total 33129	11/19/2020
Denise Kyles	38.00	Pumpkin Patch refund, participant cancels reg/error 11/04/20	33091	11/5/2020
	38.00		Total 33091	11/5/2020
Department of Industrial Relations	485.00	OSHA Penalty Pymt # 17 Due 11/23/20	33080	11/5/2020

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 11/1/2020 Through 11/24/2020

Vendor Name	Check Amount	Description	Check #	Check Date
	485.00		Total 33080	11/5/2020
El Dorado Nursery & Garden, Inc.	5,479.50	FD Drill Tower Lot Perimeter Trees 11/7/20	33130	11/19/2020
	5,479.50		Total 33130	11/19/2020
Epperson Law Group, PC	1,998.00	Legal Mtgs, calls, emails 10/02-10/30/20	33131	11/19/2020
	1,998.00		Total 33131	11/19/2020
Eric William Blodgett Aiston	300.00	Dir Comp mtgs 10/06,08,21	33121	11/19/2020
	300.00		Total 33121	11/19/2020
Ewing Irrigation Products, Inc.	266.40	Cm Park irrig. supplies 11/03/20	33081	11/5/2020
Ewing Irrigation Products, Inc.	179.01	Disc golf fencing supplies 10/19/20		11/5/2020
	445.41		Total 33081	11/5/2020
Executech	1,957.00	FD, Parks & CC 1 yr renewal Sonicwall 11/11/20	33132	11/19/2020
	1,957.00		Total 33132	11/19/2020
Felicity Wood Carlson	300.00	Dir Comp Mtgs 10/05,08,21 2020	33071	11/5/2020
	300.00		Total 33071	11/5/2020
Folsom Lake Ford, Inc.	65.67	FD B2715 truck oil change 11/10/20	33133	11/19/2020
	65.67		Total 33133	11/19/2020
Foothill Auto Service, Inc.	232.01	2000 Dodge auto parts 10/28/20	33082	11/5/2020
	232.01		Total 33082	11/5/2020
Glass Doctor of the Gold County	452.69	CC 2 Doors, Private/Safety Glass replacement 11/04/20	33134	11/19/2020
	452.69		Total 33134	11/19/2020

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 11/1/2020 Through 11/24/2020

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check #</u>	<u>Check Date</u>
Gold Country Hardware	15.93	Rasm Playgrnd supplies 10/13/20	33083	11/5/2020
	15.93		Total 33083	11/5/2020
Hangtown Fire Control, Inc.	298.11	Parks, New & Srvcd Fire Extinguishers 11/12/20	33135	11/19/2020
	298.11		Total 33135	11/19/2020
Highlander Termite & Pest Control	75.00	FD89 Pest Control 11/14/20	33136	11/19/2020
	75.00		Total 33136	11/19/2020
Hillyard, Inc.	9.18	Parks office janitorial 10/23/20	33085	11/5/2020
	9.18		Total 33085	11/5/2020
Home Depot Credit Services	1,376.01	Parks/Lake hardware/supplies, etc. 09/01-10/27/20 (w/cred)	33086	11/5/2020
	1,376.01		Total 33086	11/5/2020
Hunt & Sons	1,114.85	FD Fuel 10/23/20	33087	11/5/2020
	1,114.85		Total 33087	11/5/2020
Hunt & Sons	1,197.04	FD Fuel 11/06/20	33137	11/19/2020
	1,197.04		Total 33137	11/19/2020
Interwest Consulting Group, Inc.	312.25	FD Inspection 3427 Robin Lane 11/18/20	33138	11/19/2020
	312.25		Total 33138	11/19/2020
James Mog	31.00	Reimb -Post Office/Postage CC&R 10/07 & 10/22	33094	11/5/2020
James Mog	20.00	Reimb-CC&R car washes 09/25 & 10/19/20		11/5/2020
	51.00		Total 33094	11/5/2020
Jesse Williams	800.00	Res ff shifts 10/01,02,08,09,15,16,2... 2020	33117	11/5/2020

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 11/1/2020 Through 11/24/2020

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check #</u>	<u>Check Date</u>
	800.00		Total 33117	11/5/2020
Jill Ritzman	100.00	Cell Allowance - Nov. 2020	33103	11/5/2020
	100.00		Total 33103	11/5/2020
Johnson Manufacturing	10,317.07	Parks new 2021 -2 axle dump trailer 11/13/20	33139	11/19/2020
	10,317.07		Total 33139	11/19/2020
Jonathan Sherwood	320.00	Res ff shifts 10/06,13,20,27 2020	33105	11/5/2020
	320.00		Total 33105	11/5/2020
Jorgensen Company	116.51	FD88 Annual Fire Ext Svc 10/23/20	33088	11/5/2020
Jorgensen Company	922.48	FD89 Annual Fire Ext Svc 10/23/20		11/5/2020
	1,038.99		Total 33088	11/5/2020
Joshua C. Marks	1,250.00	Janitorial Srvcs Parks restrooms Nov. 4,11,18,25	33144	11/19/2020
	1,250.00		Total 33144	11/19/2020
JS West Propane Gas	1,058.06	Propane fill Pool 10/12/20	33089	11/5/2020
JS West Propane Gas	1,396.15	Propane fill pool 10/21/20		11/5/2020
	2,454.21		Total 33089	11/5/2020
JS West Propane Gas	358.82	Propane fill, CC 11/10/20	33140	11/19/2020
JS West Propane Gas	1,061.53	Propane Fill, Pool 10/28/20		11/19/2020
JS West Propane Gas	1,228.39	Propane fill, pool 10/29/20		11/19/2020
JS West Propane Gas	1,572.79	Propane fill, pool 11/05/20		11/19/2020
JS West Propane Gas	2,109.77	Propane fill, Pool 11/10/20		11/19/2020
	6,331.30		Total 33140	11/19/2020
Larry McBride	600.00	In lieu med bens retired - November 2020	33093	11/5/2020



**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 11/1/2020 Through 11/24/2020

Vendor Name	Check Amount	Description	Check #	Check Date
	600.00		Total 33093	11/5/2020
Life-Assist, Inc.	71.18	FD89 EMS supplies 10/19/20	33092	11/5/2020
	71.18		Total 33092	11/5/2020
Life-Assist, Inc.	224.71	FD Electrode refills 11/04/20	33142	11/19/2020
	224.71		Total 33142	11/19/2020
Lincoln Aquatics	1,042.11	Chlorine, Pool 10/06/20	33143	11/19/2020
	1,042.11		Total 33143	11/19/2020
Logan Stern	320.00	Res ff shifts 10/07, 14, 21, 26 2020	33112	11/5/2020
	320.00		Total 33112	11/5/2020
Meghan Mueller	400.00	Res ff shifts 10/01,08,15,22,29 2020	33095	11/5/2020
	400.00		Total 33095	11/5/2020
Melissa O'Meara Simpkin	227.37	CC&R dept District shirt/hat/jacket 10/13/20	33109	11/5/2020
Melissa O'Meara Simpkin	261.15	Rec Dept District shirts 10/13/20		11/5/2020
	488.52		Total 33109	11/5/2020
Metal Mart	85.12	FD89 Tread Bright 11/11/20	33145	11/19/2020
	85.12		Total 33145	11/19/2020
Michael Grassle	100.00	Cell Allowance - Nov. 2020	33084	11/5/2020
	100.00		Total 33084	11/5/2020
Pathian Administrators	156.18	Vision Benefits - December 2020	33146	11/19/2020
	156.18		Total 33146	11/19/2020
Paychex	248.20	Paychex Payroll Fees for 11-13-20	2020111001	11/13/2020

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 11/1/2020 Through 11/24/2020

Vendor Name	Check Amount	Description	Check #	Check Date
	248.20		Total 2020111...	11/13/2020
Paychex	218.40	Paychex Flex Time & Mobile October 2020	877598	11/20/2020
	218.40		Total 877598	11/20/2020
PG&E	11,503.90	Elec. 09/24-10/26/20 LLADs	33097	11/5/2020
	11,503.90		Total 33097	11/5/2020
PG&E	1,428.40	CP Lake & Lagoon Elec. 09/24-10/25/20	33098	11/5/2020
	1,428.40		Total 33098	11/5/2020
PG&E	2,344.49	FD's elec 09/24-10/25/20 Jpa/Fire splits	33099	11/5/2020
	2,344.49		Total 33099	11/5/2020
PG&E	118.23	Elec. 8 lamps 10/16-11/14/20	33147	11/19/2020
	118.23		Total 33147	11/19/2020
PG&E	162.56	Elec. 11 lamps 10/16-11/14/20	33148	11/19/2020
	162.56		Total 33148	11/19/2020
PlayPower LT Farmington, Inc	163.53	NV Park Playground Equip Pkg. 11/10/20	33149	11/19/2020
	163.53		Total 33149	11/19/2020
Public Employee's Union Local 1	102.16	Union Dues for Payroll 10-30-20	33100	11/5/2020
	102.16		Total 33100	11/5/2020
Public Employee's Union Local 1	102.55	Union Dues for payroll 11-13-20	33150	11/19/2020
	102.55		Total 33150	11/19/2020
Rescue Fire Protection District	3,843.62	FD Lucas Devices (2) 10/21/20 Grant	33101	11/5/2020

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
 From 11/1/2020 Through 11/24/2020

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check #</u>	<u>Check Date</u>
	3,843.62		Total 33101	11/5/2020
Riebes Auto Parts	8.03	Parks dept battery 11/02/20	33102	11/5/2020
	8.03		Total 33102	11/5/2020
Riebes Auto Parts	21.87	FD Motor oil 11/04/20	33151	11/19/2020
Riebes Auto Parts	15.83	Parks screwdriver set & lamp 11/10/20		11/19/2020
	37.70		Total 33151	11/19/2020
Riverview International Trucks, Inc.	476.21	FD E-388 Maint/Parts 10/30/20	33104	11/5/2020
Riverview International Trucks, Inc.	8.88	FD E-388 Maint/Parts 11/02/20		11/5/2020
Riverview International Trucks, Inc.	400.00	FD E-388 Service 08/11/20		11/5/2020
Riverview International Trucks, Inc.	247.65	FD E-389 Maint/Parts 10/26/20		11/5/2020
	1,132.74		Total 33104	11/5/2020
Riverview International Trucks, Inc.	164.84	FD E-389 vehicle maint 10/08/20 (w/ CM -\$507.42)	33152	11/19/2020
Riverview International Trucks, Inc.	12.58	FD E-88 Vehicle Maint 10/02/20		11/19/2020
	177.42		Total 33152	11/19/2020
Sierra Nevada Tire & Wheel	1,730.77	FD E-88 Tires 10/6/20	33106	11/5/2020
	1,730.77		Total 33106	11/5/2020
Sierra Security & Fire	150.00	CC 3rd Qtr CY 2020 Alarm Testing 10/10/20	33107	11/5/2020
Sierra Security & Fire	90.00	FD88 3rd Qtr CY 2020 Alarm testing 10/10/20		11/5/2020
Sierra Security & Fire	90.00	FD89 3rd Qtr CY2020 Alarm Testing 10/10/20		11/5/2020
Sierra Security & Fire	99.00	Lake Office 3rd Qtr CY 2020 Alarm Testing 10/10/20		11/5/2020
	429.00		Total 33107	11/5/2020

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 11/1/2020 Through 11/24/2020

<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>	<u>Check #</u>	<u>Check Date</u>
Sigtronics Corporation	1,259.21	FD Engine Headset repairs 10/26/20	33108	11/5/2020
	1,259.21		Total 33108	11/5/2020
SiteOne Landscape Supply	6.96	Parks irrig supplies (w/disc -0.13) 11/03/20	33110	11/5/2020
SiteOne Landscape Supply	60.30	Parks irrig/misc supplies (w/disc -1.15) 11/03/20		11/5/2020
	67.26		Total 33110	11/5/2020
SiteOne Landscape Supply	17.77	CM Park Irrig Supplies (w/ -0.34 disc)	33153	11/19/2020
SiteOne Landscape Supply	33.10	CM Park Irrig supplies 11/04/20 (w/-0.63 disc)		11/19/2020
	50.87		Total 33153	11/19/2020
Ski Air Incorporated	242.08	Server Room Hvac review/repair 10/29/20	33111	11/5/2020
	242.08		Total 33111	11/5/2020
Streamline	360.00	Streamline Web/Engage Mthly 10/30-11/30/20	33113	11/5/2020
	360.00		Total 33113	11/5/2020
T&M Electric	125.00	CC Circuits review 10/16/20	33114	11/5/2020
	125.00		Total 33114	11/5/2020
Target Specialty Products	4,557.76	Parks/LLads grass mix/turf 10/30/20	33115	11/5/2020
	4,557.76		Total 33115	11/5/2020
Target Specialty Products	448.88	Pesticide various parks, etc. 11/05/20	33154	11/19/2020
	448.88		Total 33154	11/19/2020
The Paint Spot, Inc.	43.43	Bar JB Concrete stain 11/10/20	33155	11/19/2020
The Paint Spot, Inc.	83.73	Parks Traffic zone paints 11/06/20		11/19/2020

**Cameron Park Community Services District**  
**Check/Voucher Register - Check Register**  
From 11/1/2020 Through 11/24/2020

Vendor Name	Check Amount	Description	Check #	Check Date
	127.16		Total 33155	11/19/2020
TPX Communications	959.04	Com Center Phones/Internet November 2020	33156	11/19/2020
	959.04		Total 33156	11/19/2020
Umpqua Bank	11,300.26	Umpqua Visa Cards October 2020	33157	11/19/2020
	11,300.26		Total 33157	11/19/2020
Umpqua Bank	60.05	Maintenance Fee for October 2020	Bank Maint Fee	11/20/2020
	60.05		Total Bank Ma...	11/20/2020
Umpqua Bank	323.83	CC Merch Fees - Vantiv - October 2020	Merch Fees	11/10/2020
	323.83		Total Merch F...	11/10/2020
Verizon Business	5.31	FD Business line fees 11/10/20 Y2620200	33158	11/19/2020
	5.31		Total 33158	11/19/2020
Veronica Cortes	640.00	Res ff shifts 10/04, 05,11,12,18,19,25,26 2020	33076	11/5/2020
	640.00		Total 33076	11/5/2020
Vicky Neibauer	462.46	Internet boost/software reimb July-Sept 2020	33096	11/5/2020
	462.46		Total 33096	11/5/2020
Wex Bank	82.40	FD OOC Fuel 10/30/20	33116	11/5/2020
	82.40		Total 33116	11/5/2020
Whitney Kahn	100.00	Cell Allowance - Nov. 2020	33090	11/5/2020
	100.00		Total 33090	11/5/2020
Report Total	163,021.68			