



**Fire and Emergency Services Committee
Tuesday, December 3, 2019
5:30 p.m.
2502 Country Club Drive, Cameron Park**

Agenda

Members: Chair Director Holly Morrison (HM) and Vice Chair Director Felicity Wood Carlson (FC)
Alternate Director Eric Aiston (EA)

Staff: General Manager Jill Ritzman, Chief Sherry Moranz, Chief Mike Smith, Chief Jed Gaines

CALL TO ORDER

ROLL CALL

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

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. Cameron Park Dam Emergency Action Plan, Final Draft (J. Ritzman, S. Moranz)**
- 2. Proposed Changes to Weed Abatement Ordinance (S. Moranz, oral report)**

3. Report Backs – Staff and Committee Members

- Fire Department Revenues from County to District, Fiscal Year 2018-19

4. Items for January and Future Committee Agendas

5. Items to take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT

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



Fire and Emergency Services Committee
Tuesday, November 5, 2019
5:30 p.m.
2502 Country Club Drive, Cameron Park

Conformed Agenda

Members: Chair Director Holly Morrison (HM) and Vice Chair Director Felicity Wood Carlson (FC)
Alternate Director Eric Aiston (EA)

Staff: General Manager Jill Ritzman, Chief Sherry Moranz, Chief Mike Smith, Chief Jed Gaines

CALL TO ORDER – 5:34pm

ROLL CALL – HM/FC

ADOPTION OF AGENDA – *Approved with the correction to add the following item to the agenda:*

- *Transfer of funds from El Dorado County Fund #9 and other funds*

APPROVAL OF CONFORMED AGENDA - *Approved*

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1. Fire Department Fees for Services – Fire Prevention (J. Ritzman; S. Moranz)

- *Reviewed and discussed Fire Prevention Fees for Services; move to board with support.*

2. **2019 Amended California Fire Code** (oral update regarding proposed changes; S. Moranz)
 - *No further changes to the proposed 2019 California Fire Code Ordinance; move to board for second reading at the November 20th meeting.*
- ***Transfer of funds from El Dorado County Fund #9 and other funds***
3. **Report Backs – Staff and Committee Members**
 - Code Red Update
 - ~~Evacuation plan for those who don't drive~~
 - PG&E Outages
4. **Items for December and Future Committee Agendas**
 - *Cameron Park Dam EAP*
 - *Fire Prevention Fund*
5. **Items to take to the Board of Directors**
 - 2019 Amended California Fire Code – Second Reading
 - *Fire Department Fees for Services – Fire Prevention*

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT – 6:26pm



Agenda Transmittal

DATE: December 3, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM #1: **CAMERON PARK DAM EMERGENCY ACTION PLAN, FINAL DRAFT**

RECOMMENDED ACTION: **REVIEW AND SUPPORT MOVING TO THE BOARD OF DIRECTORS FOR APPROVAL**

BACKGROUND

The Cameron Park Community Services District (District) has been working on a Cameron Park Lake Dam Emergency Action Plan since late 2017. Project benchmarks are as follows:

- December 2017, Board of Directors approved releasing a Request for Proposal to secure an engineer firm to assist in development of the Emergency Action Plan (EAP).
- March 2018, after a comprehensive selection process, WEST Consultants was chosen.
- December 2018, inundation maps were submitted to Division of Dam Safety for review and approval.
- February 2019, inundation maps were accepted by the Division of Dam Safety.
- May 2019, State Office of Emergency Services accepted the inundation maps.

DISCUSSION

The inundation maps are the basis of the EAP. Once developed and approved by the Division of Dam Safety, the Fire Chief and General Manager worked with WEST Consultants on the development of the Emergency Action Plan. The plan was shared with the Park Superintendent and County Office of Emergency Services (OES) for input. Staff is presenting the Final Draft EAP for the Fire & Emergency Services Committee review and support.

Next Steps

Once the District Board of Directors approves the EAP, the document is submitted to the Division of Dam Safety and State OES. Review and approval will take approximately thirty days.

The EAP is reviewed annually. Staff contact all the agencies in the notification flow charts to ensure correct contact information. An updated version of the EAP is submitted to State OES to demonstrate that the annual review was completed. A new dam breach study is due to the Division of Dam Safety every 10 years.

Attachment:

1A - Cameron Park Lake Dam Emergency Action Plan, Final Draft

Fiscal Year 2018-19, Budget Binder, Tab 3
 Approved by the Board of Directors in June 2018

District Cash at the County by Fund

Recommendations for Fire Department Accounts

May 31, 2018

Based on conversations with County Auditor staff and past and current fire staff, the Finance Office identified the following funds as unrestricted and available for appropriation by the Board of Directors. Revenues from these sources are currently included in the Fiscal Year 2018-19 Fire Department Budget. Staff recommends placing these additional Fire Department funds in the FY 2018-19 Fire Department budget for capital acquisitions. The remaining Funds at the County are collected and dispersed by the County.

05	Fire Training	\$16,006
07	Fire Equipment Replacement	33,139
08	To be rolled to Fund 9	22,652
09	Fire Prevention	15,227
	Total	\$87,024



Fire and Emergency Services Committee December 3, 2019

- Planning for the pancake breakfast on December 7th.
- Planning for the Santa Parade December 13-15.
- Planning for the Crab Feed February 22, 2020.
- Engine 388 and 389 were rented out for several days in November. We have made approximately \$41,000.00 in rental income this year.
- The Ford Expedition Fire Utility was passed down to the parks department.

Weed abatement summary

- Completed 15 LE-100 inspections on improved properties in Cameron Park.
- Completed 15 day follow up on LE-100 inspections. Documented all residents that needed extensions.
- Worked on updating Vendor list for upcoming season.
- Worked on signage for Fuels Reduction grant to prepare for spring.
- Research correspondence, questions received from residents and vacant lot owners.
- Document and verify change of ownership on recently sold properties.
- Continue updating existing files.