

Budget and Administration Committee

Monday, May 11, 2026
5:30pm



Cameron Park Community Center – Social Room
2502 Country Club Drive
Cameron Park, CA 95682

Minutes

Members: Chair Director Katie Gilchrest (KG), Vice Chair Director Dawn Wolfson (DW)
Alternate: Director Tim Israel (TI)

Staff: Mark Hornstra, General Manager; Laura Sanders-Ito, Acting Finance/Human Resources Officer

CALL TO ORDER – 5:30pm

ROLL CALL – DW/TI

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 MINUTES - 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. **Public Records Act Response Policy #1050** (N. Garrison)

- *Discussed Public Records Act Response Policy #1050. Move to Board with support with suggested revisions.*

2. FY 2024-25 Audit (M. Hornstra)

- *Discussed FY 2024-25 Audit. Move to Board with support.*

3. Revised Salary Wage Scale (M. Hornstra)

- *Discussed Revised Salary Wage Scale. Move to Board with support.*

4. Staff Updates

- a. *April ~~March~~ Check Register (L. Sanders-Ito)*
- b. Fiscal Q3 Budget to Actual Report

5. Items for Future Committee Meetings

- Cost Recovery Policy (bounced check, etc.)
- Bylaws Review

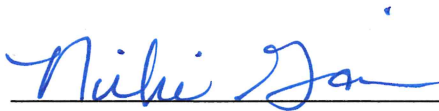
6. Items to Take to the Board of Directors

- *Public Records Act Response Policy*
- *FY 2024-25 Audit*
- *Revised Salary Wage Scale*
- *Fiscal Q3 Budget to Actuals Report (consent)*

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

ADJOURNMENT – 6:02pm

Minutes Prepared by:



Niki Garrison
Board Clerk

Minutes Approved by:



Director Katie Gilcrest, Chair
Budget and Administration Committee