

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



SPECIAL MEETING

Budget and Administration Committee
Tuesday, April 11, 2023
6:45 p.m.

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

Microsoft Teams Virtual Meeting Link

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YmQ4NDRIN2MtNzc3Ni00ZmU1LTlkNzktMDg1Yjg1ODJlMTA0%40thread.v2/0?context=%7b%22Tid%22%3a%227546519e-2cd5-4e2c-bed5-ac3d46eec8ff%22%2c%22Oid%22%3a%22b510e640-8ba3-421f-a075-694cad7ace01%22%7d

Agenda

Members: Chair, Sidney Bazett (SB), Vice-Chair, Director Monique Scobey (MS)
Alternate Director Tim Israel (TI)
Staff: André Pichly, General Manager; Christina Greek, Finance 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. All demonstrations, including cheering, yelling, whistling, handclapping, and foot stomping which disrupts, disturbs or otherwise impedes the orderly conduct of the Committee meeting are prohibited.

ADOPTION OF AGENDA

OPEN FORUM

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

APPROVAL OF CONSENT AGENDA

The following Consent Agenda items are considered routine and will be acted upon by the Committee without discussion with one vote. Any item may be removed from the Consent Agenda by a Committee member or a member of the audience and placed under Department Matters #_ to be discussed and acted upon individually.

1. **Receive and Approve** - Conformed Agenda – Budget & Administration Committee Meeting – none.
2. **Receive and File** – Approved 2023 Budget & Administration Committee Work Plan Final (A. Pichly)
3. **Receive and File** - Check Register Review – March 2023 (C. Greek)
4. **Receive and File** - Finance & Administration Staff Report (C. Greek)

DEPARTMENT MATTERS

5. **FY 2023-2024 1st Draft Budget**
6. **Request from El Dorado Water Agency for the CSD to participate financially in a Cameron park Drainage Improvement Study** (A. Pichly) Receive, Discuss and Forward to the Board of Directors
7. **Surplus Ford Bronco** (M. Grassle) Receive, Endorse and Forward to the Board of Directors

ITEMS FOR FUTURE COMMITTEE MEETINGS

ITEMS TO TAKE TO THE BOARD OF DIRECTORS

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

ADJOURNMENT



Agenda Transmittal

DATE: April 11, 2023

FROM: André Pichly, General Manager

AGENDA ITEM #2: **2023 WORK PLAN FOR THE BUDGET & ADMINISTRATION COMMITTEE**

RECOMMENDED ACTION: RECEIVE AND FILE

On February 15, 2023, the Cameron Park Community Services District Board of Directors' Standing Committees reviewed, discussed and approved the Committee Work Plans. The Work Plans goals for the Budget & Administration Committee for 2023 were developed by staff and committee members.

Budget and Administration Committee

Strategic Plan 2021-2026: Strategic Focus Areas

- **E.1 Financial Stability:** Our objective in the area of finance is to ensure the long-term fiscal health of the District. To do this, our strategy is to utilize best accounting practices and tools, conduct practical and realistic financial forecasting, seek optimal revenue sources, and acknowledge available financial resources to support the District vision and services.
 - **E.1.a** Develop and implement an annual budget that is operationally balanced and allocates appropriate funds to preserve and improve the District's assets.
 - **E.1.b** Annually update a 5-year budget projection.
 - **E.1.c** Develop a funding plan for capital asset reserves and long term obligations.
- **E.3 Create Community:** Our objective is to provide positive, memorable experiences and establish strong relationships with residents. Our strategy is to create a feeling of community through caring service delivery and programs that meet the changing needs of the community.
 - **E.3.e** Examine benefits/constraints of charging entry fees at Cameron Park Lake.
- **E.4 Good Governance:** Our objective is for the Board of Directors to be a cohesive and effective governing board. Our strategy is to engage in continued special district education, adhere to District Board policies, follow good governance practices, and strengthen the workforce to achieve the District's Vision.

- **E.4.b** Achieve Special District Leadership Foundation’s District of Distinction certificate.
- **E.4.c** Provide education opportunities for board members, appointed community members, residents and management staff regarding the value and role of special districts, services provided by the District, functions of the Board of Directors and good governance practices.

2023 Work Plan Goals for the Finance Office and Administration

- Conduct a salary survey and compensation analysis as a basis of adjusting wages by December 31, 2023. *(Meets Strategic Focus Area - E.1.a)*
- Investigate the cost of updating the Browning Reserves Study by July 31, 2023. *(Meets Strategic Focus Area - E.1.c)*
- Conduct a cost allocation study for recreation, parks and facility rentals, fire inspection, and architectural review fees by December 31, 2023. *(Meets Strategic Focus Area - E.1.a)*
- Complete review of 2012-2026 Strategic Plan by December 31, 2023.
- Develop a 5-year Capital Improvement Plan by December 31, 2023 *(Meets Strategic Focus Area – E.1.a, E.1.b, E.1.c,)*

Attachments (via hyperlinks)

2.a - [2021-2026 Strategic Plan](#)

2.b – [Park Improvement Plan](#)

2.c - [Browning Reserve Study](#)

Item 3: Check Register March 2023

Cameron Park Community Services District

Check/Voucher Register - Check Register

From 3/1/2023 Through 3/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
	Payroll GL 03/03/23 PP05	41,563.05	3/3/2023	Payroll GL 03/03/23
		41,563.05	3/3/2023	Total Payroll GL 03/03/23
	Payroll GL 03/17/23 PP06	41,304.41	3/17/2023	Payroll GL 03/17/23
		41,304.41	3/17/2023	Total Payroll GL 03/17/23
49er Communications, Inc.	FD89 Radio Mics 03/14/23	412.86	3/30/2023	37017
		412.86	3/30/2023	Total 37017
Abila	Accounting Software - May 2023	876.78	3/30/2023	37018
		876.78	3/30/2023	Total 37018
Acer PB Inc.	CP Lake Road Base 03/01/23	446.16	3/9/2023	36931
Acer PB Inc.	Rasmussen Park Road Base 03/01/23	390.39	3/9/2023	
		836.55	3/9/2023	Total 36931
Adam Domingo	Cell Allowance March 2023	50.00	3/2/2023	36904
		50.00	3/2/2023	Total 36904
ADM Screening	Pre emp Testing Rec Dept. 03/22/23	50.00	3/30/2023	37019
		50.00	3/30/2023	Total 37019
AFSCME District Council 57	Dues for Payroll 02/12-02/25/23 PP05	87.31	3/2/2023	36894
		87.31	3/2/2023	Total 36894
AFSCME District Council 57	Union Dues for PP06 02/26-03/11/23	91.33	3/16/2023	36964
		91.33	3/16/2023	Total 36964
AFSCME District Council 57	Union Dues for PP07 03/12-03/25/23	116.82	3/30/2023	37020
		116.82	3/30/2023	Total 37020

Cameron Park Community Services District

Check/Voucher Register - Check Register

From 3/1/2023 Through 3/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Airespring Inc.	Internet Broadband Com Cntr/Lake - March 2023	566.15	3/9/2023	36932
		566.15	3/9/2023	Total 36932
Airgas National Carbonation	CO2 Fill, Pool 02/18/23	480.05	3/9/2023	36933
		480.05	3/9/2023	Total 36933
Airgas National Carbonation	CO2 Fill, Pool 02/23/23	334.20	3/16/2023	36965
		334.20	3/16/2023	Total 36965
Airgas National Carbonation	CO2 Fill, Pool 02/28/23	100.78	3/16/2023	36966
		100.78	3/16/2023	Total 36966
Airgas National Carbonation	CO2 Fill, Pool 03/01/23	455.45	3/23/2023	36992
		455.45	3/23/2023	Total 36992
Airgas National Carbonation	CO2 Fill, Pool 03/09/23	505.58	3/23/2023	36993
		505.58	3/23/2023	Total 36993
Alhambra	Water & Cooler rental 03/06/23	50.02	3/16/2023	36967
		50.02	3/16/2023	Total 36967
Alison S. Lloyd	Inst. Pay Ballet 01/13-02/17/23	475.20	3/2/2023	36913
		475.20	3/2/2023	Total 36913
Andre L. Pichly III	Cell Allowance March 2023	100.00	3/2/2023	36917
Andre L. Pichly III	Mileage Allowance March 2023	100.00	3/2/2023	
		200.00	3/2/2023	Total 36917
Arnolds for Awards, Inc.	FD89 Name Plates & F.A.T.S. 03/17/23	186.08	3/30/2023	37021
		186.08	3/30/2023	Total 37021

Cameron Park Community Services District

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From 3/1/2023 Through 3/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
AT&T Calnet 3	CSD Phone Lines 01/24-02/23/23	457.52	3/9/2023	36935
		457.52	3/9/2023	Total 36935
AT&T Calnet 3	FD 89 Phones BAN 9391035822 01/24-02/23/23	164.00	3/16/2023	36968
		164.00	3/16/2023	Total 36968
AT&T Calnet 3	FD89 Fax Line 02/10-03/09/23 BAN9391035819	24.49	3/23/2023	36994
		24.49	3/23/2023	Total 36994
Becky Burlison	Speaking Spanish Refund unforseen circumstances 03/16/23	120.00	3/23/2023	36995
		120.00	3/23/2023	Total 36995
Blain Stumpf Trucking	Lake Storm fencing March 2023	425.00	3/30/2023	37042
		425.00	3/30/2023	Total 37042
Bravo Security Services Inc.	Event Security (2 Guards) 03/30/23	350.00	3/30/2023	37022
		350.00	3/30/2023	Total 37022
Bravo Security Services Inc.	Event Security 2 guards 03/04/23 8hrs	280.00	3/9/2023	36938
		280.00	3/9/2023	Total 36938
Brighton Energy	CC Solar 02/01-02/28/23	2,693.46	3/9/2023	36939
		2,693.46	3/9/2023	Total 36939
Brighton Energy	FD 89 Solar 02/01-02/28/23	832.82	3/16/2023	36969
		832.82	3/16/2023	Total 36969
Cal-Vintage Roofing Company, Inc.	CC Roof Repairs ph.3 02/06/23	10,252.00	3/2/2023	36896
		10,252.00	3/2/2023	Total 36896

Cameron Park Community Services District
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<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
California Public Employee's Retirement System	CalPERS 457 for Payroll 03-03-23 PP05	375.00	3/3/2023	1002312395
		375.00	3/3/2023	Total 1002312395
California Public Employee's Retirement System	CalPERS 457 for Payroll 03-17-23 PP06	375.00	3/17/2023	1002323160
		375.00	3/17/2023	Total 1002323160
California Public Employee's Retirement System	CalPERS Health - March 2023	22,100.77	3/7/2023	1002304774
		22,100.77	3/7/2023	Total 1002304774
California Public Employee's Retirement System	CalPERS Retirement - Classic PP05 03-03-23	1,476.05	3/3/2023	1002312393
		1,476.05	3/3/2023	Total 1002312393
California Public Employee's Retirement System	CalPERS Retirement - Classic PP06 03-17-23	1,476.05	3/17/2023	1002323158
		1,476.05	3/17/2023	Total 1002323158
California Public Employee's Retirement System	CalPERS Retirement - Pepra PP05 03-03-23	3,852.49	3/3/2023	1002312386
		3,852.49	3/3/2023	Total 1002312386
California Public Employee's Retirement System	CalPERS Retirement - Pepra PP05 Adjustment	111.32	3/28/2023	1002331771
California Public Employee's Retirement System	CalPERS Retirement - Pepra PP06 Adjustment	11.70	3/28/2023	
		123.02	3/28/2023	Total 1002331771
California Public Employee's Retirement System	CalPERS Retirement - Pepra PP06 03-17-23	3,941.01	3/17/2023	1002323156

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<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		3,941.01	3/17/2023	Total 1002323156
California Public Employee's Retirement System	CalPERS Retirement - Pepra PP06 Adjustment	10.57	3/28/2023	1002331771
		10.57	3/28/2023	Total 1002331771
Carbon Copy, Inc.	CC Copier Count 03/01-03/31/23	37.81	3/30/2023	37023
		37.81	3/30/2023	Total 37023
Carbon Copy, Inc.	Copier Count CC&R,REC,Admin %'s February 2023	42.85	3/9/2023	36940
		42.85	3/9/2023	Total 36940
Carbon Copy, Inc.	FD89 Copier Count 02/01-02/28/23	12.30	3/23/2023	36997
		12.30	3/23/2023	Total 36997
Carbon Copy, Inc.	FD89 Copier Count 02/01-02/28/23	12.30	3/30/2023	37023
Carbon Copy, Inc.	FD89 Copier Count 03/01-03/31/23	28.60	3/30/2023	
		40.90	3/30/2023	Total 37023
CardConnect	Front Desk CC Device Rentals 02/01-02/28/23	50.00	3/2/2023	36897
		50.00	3/2/2023	Total 36897
CardConnect	Front Desk CC Device Rentals 03/01-03/31/23	50.00	3/30/2023	37024
		50.00	3/30/2023	Total 37024
Christina Greek	Cell Allowance March 2023	100.00	3/2/2023	36910
Christina Greek	Home Printer/Supplies Allowance March 2023	50.00	3/2/2023	
		150.00	3/2/2023	Total 36910
Churchill's Hardware, Inc.	FD 88 & 89 Hardware Supplies 02/14-02/21/23	102.96	3/9/2023	36941

Cameron Park Community Services District

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<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		102.96	3/9/2023	Total 36941
Churchill's Hardware, Inc.	Parks/CC Hardware Supplies 03/03/23	372.01	3/9/2023	36942
		372.01	3/9/2023	Total 36942
Cintas Corporation #622	CC Janitorial Supplies 02/27/23	252.04	3/2/2023	36899
		252.04	3/2/2023	Total 36899
Cintas Corporation #622	CC Janitorial Supplies 03/06/23	355.42	3/16/2023	36970
		355.42	3/16/2023	Total 36970
Cintas Corporation #622	CC Janitorial Supplies 03/13/23	340.53	3/23/2023	36998
Cintas Corporation #622	CC Janitorial Supplies 03/20/23	281.94	3/23/2023	
		622.47	3/23/2023	Total 36998
Comcast	FD88 Internet 03/14-04/13/23	95.00	3/30/2023	37025
		95.00	3/30/2023	Total 37025
Comcast	FD89 Internet 03/11/-04/10/23	163.30	3/23/2023	36999
		163.30	3/23/2023	Total 36999
Cynthia J. Gillihan	2008 Ranger Truck CPCSD Lettering 03/13/23	390.25	3/23/2023	37002
Cynthia J. Gillihan	FD E288 Number Decals 03/17/23	430.55	3/23/2023	
		820.80	3/23/2023	Total 37002
D'Alesio, Inc.	FD Helmet Shields PPE 02/28/23	398.25	3/16/2023	36971
		398.25	3/16/2023	Total 36971
Dawn Elizabeth Wolfson	DIR Comp Meetings 02/6,7,15/23	300.00	3/2/2023	36930
		300.00	3/2/2023	Total 36930

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<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
De Lage Landen Financial Services, Inc.	CC Copier Lease 03/15-04/14/23	235.95	3/30/2023	37026
		235.95	3/30/2023	Total 37026
De Lage Landen Financial Services, Inc.	CSD Copier Lease 02/15-03/14/23 #988441	235.95	3/2/2023	36901
		235.95	3/2/2023	Total 36901
De Lage Landen Financial Services, Inc.	FD88 Copier Lease 02/15-03/14/23	64.35	3/2/2023	36900
		64.35	3/2/2023	Total 36900
De Lage Landen Financial Services, Inc.	FD89 Copier Lease 02/15-03/14/23	176.96	3/2/2023	36902
		176.96	3/2/2023	Total 36902
Delta Dental of California	Dental - April 04/01-04/30/23	1,351.26	3/30/2023	37027
		1,351.26	3/30/2023	Total 37027
Department of Industrial Relations	CC Water Slide Permit 07/09/21 #P00819	228.60	3/16/2023	36972
		228.60	3/16/2023	Total 36972
Department of Justice	FD Interns Pre emp/Bkgrnd Checks Feb 2023	64.00	3/9/2023	36943
		64.00	3/9/2023	Total 36943
Divine Charcuterie LLC	Inst. Pay Charcuterie 02/09/23	300.00	3/2/2023	36903
		300.00	3/2/2023	Total 36903
El Dorado Irrigation District	Cameron Valley Water/Landscape 01/14-03/16/23	523.54	3/30/2023	37028
		523.54	3/30/2023	Total 37028

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<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
El Dorado Irrigation District	Eastwood Water 01/14-03/16/23	131.50	3/30/2023	37030
		131.50	3/30/2023	Total 37030
El Dorado Irrigation District	Eastwood Water 01/18-03/17/23	93.28	3/30/2023	37029
		93.28	3/30/2023	Total 37029
El Dorado Irrigation District	Eastwood Water/Landscape 01/14-03/16/23	78.50	3/30/2023	37031
		78.50	3/30/2023	Total 37031
El Dorado Irrigation District	Northview Park Water 01/12-03/16/23	105.34	3/30/2023	37032
		105.34	3/30/2023	Total 37032
Elsie, Jones	Futsal Free Agent Refund 03/13/23	75.00	3/16/2023	36978
		75.00	3/16/2023	Total 36978
Epperson Law Group, PC	Legal Services, Calls, Mtgs, Emails 01/26-02/28/23	1,998.00	3/9/2023	36944
		1,998.00	3/9/2023	Total 36944
Eric William Blodgett Aiston	DIR Comp Meetings 2/6,9,15,15/23	400.00	3/9/2023	36934
		400.00	3/9/2023	Total 36934
Ewing Irrigation Products, Inc.	D. West Turf & Supplies 03/07/23	1,338.16	3/16/2023	36973
Ewing Irrigation Products, Inc.	Parks Herbicide 03/02/23	75.22	3/16/2023	
		1,413.38	3/16/2023	Total 36973
Ewing Irrigation Products, Inc.	Parks Irrigation Parts 03/14/23	206.68	3/30/2023	37033
		206.68	3/30/2023	Total 37033
Executech	Dalto/Probe Resets 02/02/23	224.97	3/23/2023	37000
		224.97	3/23/2023	Total 37000

Cameron Park Community Services District

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Vendor Name	Description	Check Amount	Check Date	Check #
Executech	MSA, IT Srvcs, March 2023	3,074.06	3/9/2023	36945
		3,074.06	3/9/2023	Total 36945
Executech	New Laptops for Accounting 02/28/23	3,162.18	3/2/2023	36905
		3,162.18	3/2/2023	Total 36905
Extreme Towing	1999 Ford Expedition Tow 01/30/23	177.50	3/2/2023	36906
		177.50	3/2/2023	Total 36906
Financial Pacific Leasing, Inc	2020 Spartan Firetruck Interest Payment CN:013-097 4317-003	97,504.33	3/23/2023	37001
		97,504.33	3/23/2023	Total 37001
Foothill Auto Service, Inc.	1996 Ford Bronco Vehicle Maint. 03/09/23	520.54	3/16/2023	36974
		520.54	3/16/2023	Total 36974
Foothill Auto Service, Inc.	2015 Ford - F-250 Check for Service 02/16/23	51.20	3/2/2023	36907
		51.20	3/2/2023	Total 36907
Gold Country Hardware	Christa RR Parts 02/28/23	15.00	3/9/2023	36946
		15.00	3/9/2023	Total 36946
Heartwood Professional Tree Management Inc.	Paul J Ryan Park Pruning & removing Fallen trees 03/21/23	2,800.00	3/30/2023	37035
		2,800.00	3/30/2023	Total 37035
Hi - Tech E V S, Inc.	FD E288 Repairs 03/06/23	4,675.05	3/16/2023	36975
		4,675.05	3/16/2023	Total 36975
Highlander Termite & Pest Control	FD89 Pest Control AN:17757 03/15/23	75.00	3/23/2023	37003

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<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
		75.00	3/23/2023	Total 37003
Home Depot Credit Services	Blue Trailer Parts 02/08/23	70.30	3/9/2023	36947
		70.30	3/9/2023	Total 36947
Hunt & Sons	Bulk Fuel 02/17/23	1,866.23	3/9/2023	36948
Hunt & Sons	Bulk Fuel 02/28/23	2,424.09	3/9/2023	
		4,290.32	3/9/2023	Total 36948
Hunt & Sons	FD Bulk Fuel 03/03/23	1,496.92	3/16/2023	36976
		1,496.92	3/16/2023	Total 36976
Hunt & Sons	FD Bulk Fuel 03/17/23	1,743.72	3/30/2023	37036
		1,743.72	3/30/2023	Total 37036
Interwest Consulting Group, Inc.	Fire Inspec. Hair by Jen 08/04/2020	132.37	3/23/2023	37005
Interwest Consulting Group, Inc.	Fire Inspec. Skin by Tess 08/04/20	132.38	3/23/2023	
		264.75	3/23/2023	Total 37005
Interwest Consulting Group, Inc.	Fire Marshall Plan Review Robin Ln 11/15/22-02/16/23	792.50	3/9/2023	36949
		792.50	3/9/2023	Total 36949
Interwest Consulting Group, Inc.	Fire Review 2596 La Cresc. #202005716 06/01-09/09/2020	317.50	3/23/2023	37005
Interwest Consulting Group, Inc.	Fire Review 2675 La Cresc. #CPKF22-0012 09/30-11/08/22	720.00	3/23/2023	
Interwest Consulting Group, Inc.	Fire Review 3581 Palmer #CPKF21-0009 04/01-07/26/2021	293.75	3/23/2023	
Interwest Consulting Group, Inc.	Fire Review 3581 Palmer #CPKF22-0006 01/01-07/08/22	270.00	3/23/2023	

Cameron Park Community Services District

Check/Voucher Register - Check Register

From 3/1/2023 Through 3/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Interwest Consulting Group, Inc.	Fire Review 3581 Palmers #CPKF21-0018 09/01/21-01/03/22	221.25	3/23/2023	
Interwest Consulting Group, Inc.	Fire Review Best Val inn #CPKF22-0016 12/13/22-01/24/23	222.50	3/23/2023	
Interwest Consulting Group, Inc.	Fire Review Groc Outlet #CPKF22-0013 09/01-10/31/2022	657.50	3/23/2023	
Interwest Consulting Group, Inc.	Fire Review Moonraker #CPKF22-0002 01/01-04/18/2022	960.00	3/23/2023	
Interwest Consulting Group, Inc.	Fire Review Moonraker #CPKF22-0002 04/20-10/12/2022	261.25	3/23/2023	
Interwest Consulting Group, Inc.	Fire Review Moonraker #CPKF22-0017 12/14/22-01/20/23	982.50	3/23/2023	
Interwest Consulting Group, Inc.	Fire Review Taco Bell #202006516 09/04-10/05/2020	388.75	3/23/2023	
Interwest Consulting Group, Inc.	Fire Review Tumble Time #CPKF22-0010 08/29/22-03/13/23	1,063.75	3/23/2023	
Interwest Consulting Group, Inc.	Fire Review- CVS Pharmacy #202005186 06/01-07/23/20	222.50	3/23/2023	
		<hr/>		
		6,581.25	3/23/2023	Total 37005
Johnson Controls	CC 2 New Thermostat. 02/27/23	295.71	3/16/2023	36977
Johnson Controls	CC AC Service Call 03/10/23	637.51	3/16/2023	
		<hr/>		
		933.22	3/16/2023	Total 36977
JS Services Landscape Inc.	Rasm. Park Fence Repair for storm damage 03/14/23	650.00	3/23/2023	37006
		<hr/>		
		650.00	3/23/2023	Total 37006
JS West Propane Gas	FD89 Propane 02/06/23	479.59	3/23/2023	37007
		<hr/>		
		479.59	3/23/2023	Total 37007

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 3/1/2023 Through 3/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
JS West Propane Gas	Propane Fill, Pool & CC 02/04-02/26/23	19,856.74	3/16/2023	36979
		19,856.74	3/16/2023	Total 36979
Kaiser Foundation Health Plan	Direct Pay Health Prem April 2023 G. Dalbeck	864.97	3/2/2023	36911
		864.97	3/2/2023	Total 36911
Kimberly Vickers	Cell Allowance March 2023	100.00	3/2/2023	36927
		100.00	3/2/2023	Total 36927
Kronick, Moskowitz, Tiedemann & Girard	CC&R Legal Services 02/15-02/28/23	2,446.50	3/23/2023	37008
		2,446.50	3/23/2023	Total 37008
L.N. Curtis & Sons	FD89 Small Tool Repair Part 03/17/23	70.30	3/30/2023	37037
		70.30	3/30/2023	Total 37037
Larry McBride	In Lieu Med Bens- Retired - March 2023	600.00	3/2/2023	36914
		600.00	3/2/2023	Total 36914
Laura Sanders-Ito	Cell Allowance March 2023	50.00	3/2/2023	36921
		50.00	3/2/2023	Total 36921
Lincoln Aquatics	Chlorine Fill, Pool (w/ Credit INV:NS443562) 03/09/23	1,263.79	3/16/2023	36980
		1,263.79	3/16/2023	Total 36980
Lincoln Aquatics	Pool Vacuum Parts 03/22/23	31.79	3/30/2023	37038
		31.79	3/30/2023	Total 37038
Madison Kakavas	Inst. Pay Cooking w/ Kids 02/07-02/28/23	336.00	3/2/2023	36912
		336.00	3/2/2023	Total 36912

Cameron Park Community Services District

Check/Voucher Register - Check Register

From 3/1/2023 Through 3/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Marquee Fire Protection	CC Annual Sprinkler Inspection 03/06/23	765.00	3/16/2023	36981
		765.00	3/16/2023	Total 36981
Marquee Fire Protection	FD89 Sprinkler & Fire Door Repair 03/06/23	665.00	3/23/2023	37009
		665.00	3/23/2023	Total 37009
Matt Bowen	Futsal Free Agent Refund 03/07/23	75.00	3/9/2023	36937
		75.00	3/9/2023	Total 36937
Melissa O'Meara Simpkin	Parks & Facilities Clothing 02/23/23	748.61	3/9/2023	36959
		748.61	3/9/2023	Total 36959
Melissa O'Meara Simpkin	Rec Staff Clothing 02/23/23	120.66	3/2/2023	36922
		120.66	3/2/2023	Total 36922
Michael Grassle	Cell Allowance March 2023	100.00	3/2/2023	36909
		100.00	3/2/2023	Total 36909
Michael Kiddy	FD FF Intern Shifts Stipend 2/1,8,15&22/23	320.00	3/9/2023	36950
		320.00	3/9/2023	Total 36950
Mountain Democrat	Pub Notice - Weed & Rubbish Abatement 03/08/23	76.63	3/16/2023	36982
		76.63	3/16/2023	Total 36982
Myung Chong	Inst. Pay Modified Zumba 02/02-02/27/23	177.00	3/2/2023	36898
		177.00	3/2/2023	Total 36898
Napa Auto Parts	F 250 Four Door Oil Change Parts 03/08/23	35.37	3/16/2023	36983
		35.37	3/16/2023	Total 36983

Cameron Park Community Services District

Check/Voucher Register - Check Register

From 3/1/2023 Through 3/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Napa Auto Parts	Mower Oil & Filters w/creds 02/27/23	18.93	3/9/2023	36951
		18.93	3/9/2023	Total 36951
National Charity League El Dorado Hills	Hall Deposit Refund 03/12/23	300.00	3/16/2023	36984
		300.00	3/16/2023	Total 36984
Nicolina Avolio	Cooking with Kids Session Cancelled Refund 03/03/23	70.00	3/9/2023	36936
		70.00	3/9/2023	Total 36936
O'Connor & Company	FY 21/22 Audit Services 02/02-02/23/23	1,440.00	3/9/2023	36952
		1,440.00	3/9/2023	Total 36952
Pathian Administrators	Vision Benefits - April 2023	198.54	3/16/2023	36985
		198.54	3/16/2023	Total 36985
Paychex	Paychex Flex/Mobile fees for February 2023	256.15	3/20/2023	3330859
		256.15	3/20/2023	Total 3330859
Paychex	Paychex Payroll Fees for 03-17-23 PP06	273.60	3/17/2023	2023031301
		273.60	3/17/2023	Total 2023031301
PG&E	CP CSD Elec & LP#28 02/27-03/16/23	4,492.34	3/9/2023	36955
		4,492.34	3/9/2023	Total 36955
PG&E	CP Lake/Parks & Newcrn 01/25-2/23/23	807.48	3/16/2023	36986
		807.48	3/16/2023	Total 36986
PG&E	Elec. 11 Lamp 01/14/23-02/14/23	173.90	3/2/2023	36916
		173.90	3/2/2023	Total 36916

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 3/1/2023 Through 3/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
PG&E	Elec. 11 Lamps 02/15-03/16/23	177.41	3/30/2023	37040
		177.41	3/30/2023	Total 37040
PG&E	Elec. 8 Lamp 01/14/23-02/14/23	126.45	3/2/2023	36915
		126.45	3/2/2023	Total 36915
PG&E	Elec. 8 Lamps 02/15-03/16/23	129.05	3/30/2023	37039
		129.05	3/30/2023	Total 37039
PG&E	FD's 88&89 Carousel \$0 this month 01/25-02/23/23	721.01	3/9/2023	36954
		721.01	3/9/2023	Total 36954
PG&E	LLAD's Elec. 01/25-02/23/23	12,335.26	3/9/2023	36953
		12,335.26	3/9/2023	Total 36953
Pitney Bowers Bank Inc Purchase Power	Postage Meter refill (dept. all % cost 12/01/22-01/20/23	200.00	3/2/2023	36919
		200.00	3/2/2023	Total 36919
Ponderosa Bruins Baseball	Hall & Alcohol Deposit Refund 02/25/23	600.00	3/9/2023	36956
		600.00	3/9/2023	Total 36956
Ponderosa High School Band Boosters, Inc.	Hall & Alcohol Deposit Refund 02/28/23	0.00	3/2/2023	36918
		0.00	3/2/2023	Total 36918
Ponderosa High School Band Boosters, Inc.	Hall, Kitchen, Social Room, Alcohol Deposit Refund 03/04/23	940.00	3/16/2023	36987
		940.00	3/16/2023	Total 36987
ProPet Distributors, Inc.	Parks- Dog Waste Bags 03/01/23	610.50	3/9/2023	36957
		610.50	3/9/2023	Total 36957

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 3/1/2023 Through 3/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Ramon Soto	Cell Allowance March 2023	50.00	3/2/2023	36924
		50.00	3/2/2023	Total 36924
Regional Government Services Authority	HR Services 02/08-02/27/23	546.00	3/23/2023	37010
		546.00	3/23/2023	Total 37010
Regional Government Services Authority	HR Services Dec (no contract) 2022	1,806.00	3/9/2023	36958
Regional Government Services Authority	HR Services January 2023	336.00	3/9/2023	
		2,142.00	3/9/2023	Total 36958
Robert A. Godwin	Men's BB officiating & Scorekeeping 03/21/23	240.00	3/30/2023	37034
		240.00	3/30/2023	Total 37034
Robert A. Godwin	Mens BB Officiating & Scoring 2/7,14,21,28/23	720.00	3/2/2023	36908
		720.00	3/2/2023	Total 36908
Samantha Sproull	Cooking with Kids March-June Cancelled Refund 03/10/23	140.00	3/16/2023	36988
		140.00	3/16/2023	Total 36988
Sharon L Caputo	Inst. Pay Speaking Spanish Classes02/01-03/22/23	672.00	3/23/2023	36996
		672.00	3/23/2023	Total 36996
Sierra Office Systems and Products	FD89 Office Supply 03/23/23	407.06	3/30/2023	37041
		407.06	3/30/2023	Total 37041
Solitude Lake Management LLC	Annual Maintenance Dec CP Lake 12/1-12/31/22	200.00	3/2/2023	36923
		200.00	3/2/2023	Total 36923

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 3/1/2023 Through 3/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Solitude Lake Management LLC	CP Lake - Annual Maint. Test 01/01-01/31/23	200.00	3/9/2023	36960
Solitude Lake Management LLC	CP Lake - Annual Maint. Test 11/01-11/30/22	200.00	3/9/2023	
Solitude Lake Management LLC	CP Lake - Annual Maint. Test 2/1-2/28/23	200.00	3/9/2023	
Solitude Lake Management LLC	CP Lake - Annual Maint. Test 3/1-3/31/23	200.00	3/9/2023	
Solitude Lake Management LLC	CP Lake- Annual Maint. Test 10/01-10/31/22	200.00	3/9/2023	
		1,000.00	3/9/2023	Total 36960
Stephen A. Twitchell	Inst. Pay Modified Zumba 02/02-02/27/23	177.00	3/2/2023	36926
		177.00	3/2/2023	Total 36926
Stephen Beck	Inst. Pay Futsal 01/21-02/19/23	7,254.00	3/2/2023	36895
		7,254.00	3/2/2023	Total 36895
Stratus Engineering Associates, LLC	CP Lake Env. Svcs & Reports 09/02/22-02/28/23	2,129.75	3/23/2023	37011
		2,129.75	3/23/2023	Total 37011
Streamline	Streamline Web/Engage Mthly 03/01-04/01/23	370.00	3/9/2023	36961
		370.00	3/9/2023	Total 36961
T&M Electric	CC Electrical Service/Repair 03/08/23	1,425.00	3/16/2023	36989
		1,425.00	3/16/2023	Total 36989
Target Specialty Products	Spring/Summer 2023 Herbicidesand Fert. for Parks, CC&LLAD's	5,834.94	3/2/2023	36925
		5,834.94	3/2/2023	Total 36925
TPX Communications	Comm Center Phone/Internet March 2023	1,049.00	3/16/2023	36990
		1,049.00	3/16/2023	Total 36990

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 3/1/2023 Through 3/31/2023

<u>Vendor Name</u>	<u>Description</u>	<u>Check Amount</u>	<u>Check Date</u>	<u>Check #</u>
Triangle Well Drilling, Inc.	CP Lake New Well 03/08/23	11,239.74	3/23/2023	37012
		<hr/>		
		11,239.74	3/23/2023	Total 37012
Umpqua Bank	Banking Maint Fee for February 2023	62.34	3/21/2023	Bank Maint Fee
		<hr/>		
		62.34	3/21/2023	Total Bank Maint Fee
Umpqua Bank	Cred Crd Merch Fees- Vantiv/Ump Feb 2023(FD/WA Inspec 25.6%)	330.58	3/9/2023	Merch Fees
Umpqua Bank	Credit Card Merch Fees - Vantiv/Ump Feb 2023 (CCR 4.32%)	55.79	3/9/2023	
Umpqua Bank	Credit Card Merch Fees- Vantiv/Ump Feb 2023 (Parks 1.16%)	14.98	3/9/2023	
Umpqua Bank	Credit Card Merch Fees- Vantiv/Umpqua Feb 2023 (CC 7.62%)	98.40	3/9/2023	
Umpqua Bank	Credit Card Merch Fees- Vantiv/Umpqua Feb 2023 (Rec 61.3%)	791.59	3/9/2023	
		<hr/>		
		1,291.34	3/9/2023	Total Merch Fees
Umpqua Bank	FRF Banking Maint Fee - February 2023	26.00	3/21/2023	FRF Bank Maint Fee
		<hr/>		
		26.00	3/21/2023	Total FRF Bank Maint Fee
Umpqua Bank Commercial Card OPS	Umpqua CC's - February 2023	6,821.66	3/9/2023	36962
		<hr/>		
		6,821.66	3/9/2023	Total 36962
Verizon Business	FD Business Line Fees 03/10/23	5.53	3/23/2023	37013
		<hr/>		
		5.53	3/23/2023	Total 37013
Verizon Wireless	CSD Wireless 02/11-03/10/23	543.81	3/23/2023	37014
		<hr/>		
		543.81	3/23/2023	Total 37014

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 3/1/2023 Through 3/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Verizon Wireless	FD Wireless 01/16-02/15/23	587.52	3/16/2023	36991
		587.52	3/16/2023	Total 36991
Verizon Wireless	FD Wireless 01/16-02/15/23	114.03	3/30/2023	37043
		114.03	3/30/2023	Total 37043
Verizon Wireless	FD Wireless 02/16-03/15/23	587.44	3/30/2023	37045
		587.44	3/30/2023	Total 37045
Verizon Wireless	FD Wireless 02/16-03/15/23	114.03	3/30/2023	37046
		114.03	3/30/2023	Total 37046
Verizon Wireless	Parks - Hot spots, wifi's etc. 02/11-03/10/23	1,260.96	3/30/2023	37044
		1,260.96	3/30/2023	Total 37044
Viktorija Root	Spring Break Camp Partial Refund 02/28/23	101.25	3/2/2023	36920
		101.25	3/2/2023	Total 36920
Wayne's Locksmith	Parks Padlocks 03/15/23	270.63	3/30/2023	37047
		270.63	3/30/2023	Total 37047
Wex Bank	OOA FD Fuel Feb 2023	376.32	3/2/2023	36928
		376.32	3/2/2023	Total 36928
Wilkinson Portables, Inc.	CP Lake Porta Potty Storm Damage 02/20-03/19/23 ID:59071	482.78	3/23/2023	37016
		482.78	3/23/2023	Total 37016
Wilkinson Portables, Inc.	D. West Porta Potty ID:28615 01/09-02/05/23	184.33	3/2/2023	36929
		184.33	3/2/2023	Total 36929
Wilkinson Portables, Inc.	D. West Porta Potty Rental 02/06-03/05/23	184.33	3/9/2023	36963
		184.33	3/9/2023	Total 36963

Cameron Park Community Services District
Check/Voucher Register - Check Register
 From 3/1/2023 Through 3/31/2023

Vendor Name	Description	Check Amount	Check Date	Check #
Wrong Account	FYE2022 Gasb 75 Valuation Report 03/10/23	6,500.00	3/23/2023	37015
		6,500.00	3/23/2023	Total 37015
Report Total		386,887.44		

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: April 11, 2023

FROM: Christina Greek, Finance Officer

AGENDA ITEM #4: **FINANCE & ADMINISTRATION REPORT**

RECOMMENDED ACTION: Receive and File

Administration and Finance

The following is a list of the Finance department's activities during March 2023 and the focus for April 2023.

Year End- Fiscal Year 2021-2022

Staff has provided our audit firm with all our information to begin analytics and testing. In April we have and will continue to pull paperwork and answering questions to complete the testing performed by the auditor.

Fiscal Year 2023-2024 Budget

The Finance Officer has been working with other district staff to review the current year budget by department to help construct the first draft of the FY 23-24 budget. This includes running actuals for 3 years, analyzing areas where allocations can be improved or reallocated, calculating the different areas of staff costs as well as property tax allocations. This is an ongoing process as staff work together to identify ways to reduce costs as well as attract and retain employees in order to maintain the current level of service within our departments. On March 30, 2023, after receiving the second increased estimate for insurance costs for FY 23/24 the Finance Officer submitted on behalf of the CPCSD an intent to terminate liability and workers comp insurance with SDRMA. The increase that that the District has experienced since FY 2020-2021 has been 200%. A request for quotes has gone out to other insurance companies to compare rates and a decision must be made by the Board and given to SDRMA prior to June 1, 2023, to either keep them or terminate our relationship with them.

Monthly Department Financial Reporting

Tasks the accounting office staff has been working on during the month of March:

- Bank Interest calculations

- Credit Card reconciliation & fee allocations
- Copier fee allocations
- Payroll changes - rehires, new hires, separations.
- Onboarding of seasonal weed abatement staff
- Ongoing Hire Packet updates for different staff levels
- Ongoing Audit requests
- Fraud attempts, checks and ACH - added positive pay to ACH's.
- VOID lost checks/invoices & reissue (lost in mail, etc.)
- Ongoing First Responder Fee setup, banking, and merchant
- Pool Propane use spreadsheet for expense and gallon count requested by County.
- State Compensation Report
- Start relationship with RGS: sending information, meetings, requests for info fulfilled, etc.
- Seasonal Staff emergency contact info spreadsheet prep
- Ongoing Vendor/W9 updates to Abila
- Ongoing IT issues, contract, tickets, on site visits
- Dept of Labor Statistics info requests
- Created a new Voucher for Maintenance workers.
- Employment Verifications
- Reviewing accounts EID, PGE, JS west for discrepancies, overcharges, etc.
- Update Benefits Spreadsheet, SSA1945 Forms, I-9's, etc.
- EOM reports for Payroll
- Cash at the county monthly reconciliation
- Bank reconciliations
- Monthly revenue and expenditure reporting to department heads
- Staff reports and agenda review for Budget and Administration Committee
- Staff reports for BOD meeting
- Grant work with FEMA submitting RFA for Cameron Park Lake, the Community Center, Royal Park and Rasmussen
- Attend FEMA application briefing
- Attend FEMA exploratory call and recovery scoping call
- Providing data and analytics including graphs for Board



Agenda Transmittal

DATE: April 11, 2023

FROM: Christina Greek, Finance Officer

AGENDA ITEM #2: **FISCAL YEAR 2023-2024 PRELIMINARY GENERAL FUND 01 AND CC&R FUND 02 BUDGETS, DRAFT #1**

RECOMMENDED ACTION: Review and Discuss

INTRODUCTION

Staff is presenting Fiscal Year 2023-2024 Preliminary Budgets for the General Fund 01 Departments and the CC&R Department, Fund 02. This report and attachments are considered to be a first draft and working documents. Committee and public input is appreciated.

Additional review and adjustments are needed in all of the Departments to balance the budget, and to position the District to contribute to the Reserves for Fire and Facilities/Parks.

DISCUSSION

FY23-24 Preliminary Budget, Draft #1, has an ending deficit of \$925,668. This deficit is divided amongst Fire, Recreation, Community Center, Administration and Fixed Costs. The deficit allocation does not reflect staff's recommendation for an allocation, and our intention is to adjust budgets to eliminate the deficit. The Committee review and input on programs and allocations will be important in giving staff direction.

Property tax allocation increased by approximately 4%. Historically, staff has budgeted property tax revenues conservatively, making an adjustment upward at Mid-Year Budget Adjustments, and then again at the end of the year. In the current FY 22-23, staff did not budget for increased property tax revenues at Mid-Year.

Service levels remain the same with minimal reductions. However, we are attempting to restructure our organizational chart in Parks and Community Center to include full time staff and move away from having multiple part time/seasonal maintenance

workers. A savings on PG&E bills due to construction of the new Solar System will be budgeted starting in FY2023-2024.

CONCLUSION

The District is facing a real challenge with the costs of goods and services rising and property taxes being a main source of revenue not increasing at the same rate.

Attachment

2A: Budget Report

2B: 23-24 Proposed Organizational Chart

Cameron Park Community Services District
 Final Budget Summary
 Fiscal Year 2023-24
 April 11, 2023

*** Operating Budget								
Fixed Costs	Admin	Fire	Weed Ord	Parks	Comm Cntr	Recr	Total	
Revenues - fees & other sources	241,000	1,359,700	97,000	52,000	90,000	339,801	2,179,501	
Property Tax allocation	498,011	448,210	3,087,069	-	448,210	348,607	4,980,106	
Sub-total Revenues	498,011	689,210	4,446,769	97,000	500,210	438,607	7,159,607	
Expenditures	630,219	698,204	5,075,592	97,000	541,934	473,006	8,085,275	
(over) under	(132,208)	(8,994)	(628,823)	-	(41,724)	(34,399)	(925,668)	
% of Total Property Tax	10%	9%	62%	0%	9%	7%	3%	100%

*** Fixed Costs: Cal PERS retiree health and unfunded liability, insurance, dam monitoring & permitting, LAFCO, audit services

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

01 - General Fund
1000 - Administration

		FY 2020 21 Final Budget	FY 2020-2021 Actual	FY 2021 22 Final Budget	FY 2021-2022 Actual	FY 2022- 23 Final Budget	FY 2022-23 Actual	Proposed 2023-24 Budget
Operating Revenue								
Property Taxes	4110	399,712.00	371,496.15	314,508.29	316,890.76	379,655.00	233,014.38	448,210.00
Franchise Fees	4113	200,000.00	206,526.21	206,780.00	218,982.46	220,000.00	121,378.41	240,000.00
Tuition Fees/Revenue	4142	0.00	0.00	0.00	3,261.82	0.00	390.00	
Transfer In	4165	19,570.00	17,146.00	17,288.15	17,288.15	20,133.00	0.00	
Reimbursement/Refund	4400	6,776.00	6,776.00	1,800.00	2,196.94	0.00	0.00	
Weed Abatement	4410	0.00	0.00	0.00	710.95	0.00	0.00	
Interest Income	4505	25,000.00	3,572.25	19,000.00	1,560.91	1,000.00	2,017.59	1,000.00
Other Income/Refunds	4600	2,000.00	1,044.64	2,000.00	1,198.22	2,000.00	1,200.59	
Relief Funds	4601	0.00	0.00	193,788.00	193,788.00	0.00	0.00	
Total Operating Revenue		653,058.00	606,561.25	755,164.44	755,878.21	622,788.00	358,000.97	689,210.00
Expenditures								
Salaries - Perm.	5000	302,768.00	277,409.97	288,457.00	320,235.16	373,676.00	237,851.59	395,682.00
Overtime	5020	3,000.00	12,875.27	10,000.00	11,325.97	5,000.00	4,118.29	5,000.00
In Lieu Benefits Stipend	5120	0.00	0.00	6,000.00	6,583.32	10,000.00	6,750.01	10,000.00
Health Benefit	5130	38,776.00	32,709.03	37,003.00	34,434.29	40,000.00	24,874.60	55,000.00
Dental Insurance	5140	4,009.00	3,327.48	2,964.00	3,501.92	3,500.00	2,688.94	6,004.00
Vision Insurance	5150	391.00	538.38	391.00	527.52	350.00	406.50	600.00
CalPERS Employer Retirement	5160	21,902.00	20,390.65	21,894.00	25,382.50	32,282.00	20,276.91	35,688.00
CalPERS 457	5161	0.00	0.00	0.00	0.00	0.00	450.00	1,000.00
Worker's Compensation	5170	19,427.00	17,100.31	2,504.88	5,811.84	3,130.00	3,129.46	10,000.00
FICA/Medicare Employer Contribution	5180	5,494.00	4,892.73	4,183.00	4,492.86	5,000.00	3,295.06	5,600.00
UI/TT Contribution	5190	1,519.00	1,634.16	3,461.00	988.27	2,000.00	948.99	2,000.00
Advertising/Marketing	5209	1,000.00	612.91	1,000.00	676.36	1,000.00	0.00	1,000.00
Audit/Accounting	5220	0.00	31,775.22	20,000.00	24,929.84	10,000.00	5,509.30	10,000.00
Bank Charge	5221	10,000.00	8,002.41	1,100.00	846.66	1,000.00	108.40	1,000.00
Clothing/Uniforms	5230	200.00	142.11	200.00	361.13	700.00	654.76	700.00
Computer Software	5231	12,000.00	14,431.63	15,000.00	16,628.80	18,750.00	10,464.76	20,000.00
Computer Hardware	5232	1,000.00	2,429.76	2,500.00	3,546.39	4,000.00	3,220.80	4,000.00
Contract Services - Other	5240	18,700.00	16,050.26	18,700.00	18,074.29	17,000.00	11,981.74	23,000.00
Director Compensation	5250	18,000.00	11,400.00	16,800.00	14,800.00	16,800.00	7,600.00	18,000.00
Elections	5270	0.00	45.00	0.00	0.00	0.00	0.00	-
Fire & Safety Supplies	5285	0.00	0.00	0.00	65.30	100.00	0.00	100.00

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

Food	5300	500.00	1,058.09	1,000.00	991.40	1,500.00	832.75	1,500.00
Government Fees/Permits	5310	0.00	0.00	0.00	38.00	0.00	499.00	500.00
Janitorial / HH Supplies	5315	0.00	0.00	0.00	0.00	0.00	131.48	-
Legal Services	5335	15,000.00	13,933.50	15,000.00	10,733.00	10,000.00	1,530.00	10,000.00
Maint. - Equipment	5350	100.00	3,185.19	3,040.00	1,941.31	2,000.00	2,016.97	3,000.00
Maint. - Grounds	5355	0.00	0.00	0.00	2,256.00	0.00	0.00	-
Medical Supplies	5375	0.00	0.00	0.00	0.00	0.00	19.79	30.00
Memberships/Subscriptions	5380	9,000.00	8,825.50	9,000.00	9,648.36	11,000.00	9,785.00	11,000.00
Mileage Reimbursement	5385	500.00	162.01	800.00	987.44	1,300.00	1,021.94	1,300.00
Miscellaneous	5395	100.00	0.00	0.00	500.00	500.00	5,016.21	500.00
Office Supplies/Expense	5400	2,500.00	3,476.13	2,500.00	3,346.97	4,000.00	1,370.10	4,000.00
Postage	5410	1,200.00	1,168.52	1,100.00	1,409.91	1,500.00	800.91	1,500.00
Printing	5415	100.00	0.00	100.00	0.00	0.00	274.50	500.00
Professional Services	5420	82,683.00	80,631.91	53,710.00	57,939.86	10,000.00	11,019.79	25,000.00
Publications & Legal Notices	5425	100.00	150.00	100.00	303.64	300.00	833.94	500.00
Rent/Lease - Equipment	5440	0.00	0.00	0.00	0.00	0.00	8.69	-
Staff Development	5455	2,500.00	961.95	3,500.00	3,206.43	6,000.00	1,459.06	4,000.00
Phones/internet	5470	4,700.00	5,046.05	5,000.00	7,056.28	7,400.00	4,935.06	7,500.00
Utilities - Electric/Solar	5492	20,000.00	22,584.32	18,359.60	21,297.97	23,000.00	8,273.00	23,000.00
Transfer to Reserve	7001	<u>0.00</u>	<u>0.00</u>	<u>24,328.96</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
Total Expenditures		<u>597,169.00</u>	<u>596,950.45</u>	<u>589,696.44</u>	<u>614,868.99</u>	<u>622,788.00</u>	<u>394,158.30</u>	<u>698,204.00</u>
Net Revenue Over Expenditures		<u>55,889.00</u>	<u>9,610.80</u>	<u>165,468.00</u>	<u>141,009.22</u>	<u>0.00</u>	<u>(36,157.33)</u>	<u>(8,994.00)</u>

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

01 - General Fund
3000 - Fire

		FY 2020 21 Final Budget (07/01/2020 - 06/30/2021)	FY 2021 Actual	FY 2021 22 Final Budget (07/01/2021 - 06/30/2022)	FY 2021-2022 Actual	FY 2022- 23 Final Budget	FY 2022-23 Actual	Proposed FY 2023-24 Budget
Operating Revenue								
Property Taxes	4110	2,921,211.00	2,983,738.83	2,972,155.81	2,972,927.39	2,933,878.00	1,685,927.59	3,087,069.00
Fire Marshall Plan Review	4132	40,000.00	33,139.30	0.00	0.00	0.00	0.00	
Tuition Fees/Revenue	4142	0.00	1,350.00	0.00	0.00	0.00	0.00	
Transfer In	4165	0.00	0.00	0.00	0.00	10,750.00	0.00	
JPA Reimbursable	4260	1,150,000.00	1,127,797.03	1,150,000.00	1,149,999.96	1,212,000.00	0.00	1,212,000.00
Fire Apparatus Equip Rental	4262	20,000.00	19,656.46	10,000.00	28,930.00	15,000.00	0.00	
Reimbursement/Refund	4400	0.00	37,095.84	0.00	0.00	47,700.00	47,700.00	47,700.00
Other Income/Refunds	4600	10,000.00	1,758.26	6,000.00	0.00	0.00	344.61	-
First Responder Fee	4602	0.00	0.00	0.00	0.00	100,000.00	0.00	100,000.00
Total Operating Revenue		4,141,211.00	4,204,535.72	4,138,155.81	4,151,857.35	4,319,328.00	1,733,972.20	4,446,769.00
Expenditures								
Retiree Health Benefit	5135	0.00	(2,222.29)	0.00	0.00	0.00	0.00	
CalPERS Employer Retirement	5160	0.00	99.90	0.00	0.00	0.00	0.00	
Worker's Compensation	5170	0.00	28.56	1,208.95	910.13	1,588.00	1,581.91	1,500.00
Bank Charge	5221	0.00	0.00	0.00	0.00	0.00	301.80	600.00
Clothing/Uniforms	5230	1,500.00	256.84	2,000.00	1,170.86	1,000.00	0.00	
Computer Software	5231	2,500.00	2,181.87	2,500.00	5,289.10	6,000.00	1,606.60	2,500.00
Computer Hardware	5232	3,000.00	752.78	3,000.00	3,053.39	1,000.00	2,724.84	-
Contractual Services	5235	10,000.00	11,632.26	0.00	0.00	0.00	0.00	-
Contractual - Provider Services -	5236	4,059,061.00	3,331,787.48	4,160,537.26	3,940,462.91	4,264,550.00	1,027,835.84	4,829,642.00
FIRE								
Contract Under Utilization	5237	(250,000.00)	0.00	(300,000.00)	0.00	(250,000.00)	0.00	-
Contract Services - Other	5240	31,000.00	39,348.66	31,000.00	43,525.00	47,940.00	4,277.17	5,000.00
Educational Materials	5265	2,500.00	2,421.89	1,000.00	0.00	0.00	0.00	
Equipment-Minor/Small Tools	5275	2,000.00	1,563.19	2,000.00	1,493.18	1,500.00	537.80	1,000.00
Fire & Safety Supplies	5285	1,500.00	1,410.13	1,000.00	958.41	1,000.00	208.06	500.00
Fire Turnout Gear	5295	31,000.00	30,208.18	31,000.00	30,408.06	30,000.00	22,501.47	25,000.00
Fire- Intern paid	5296	14,200.00	16,360.00	20,200.00	11,320.00	11,800.00	3,120.00	10,000.00
Food	5300	1,000.00	122.97	1,000.00	708.57	750.00	844.87	750.00
Fuel	5305	35,000.00	37,549.02	30,000.00	48,625.22	50,000.00	34,935.54	50,000.00
Government Fees/Permits	5310	1,000.00	2,538.38	1,000.00	2,804.63	2,800.00	1,862.77	2,800.00
Janitorial / HH Supplies	5315	7,500.00	8,336.49	7,500.00	9,141.77	7,500.00	3,622.59	4,000.00
Insurance	5320	0.00	0.00	0.00	0.32	0.00	0.00	

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

Maint. - Vehicle Supplies	5340	0.00	203.72	0.00	0.00	0.00	0.00	
Maint. - Buildings	5345	11,000.00	12,608.11	11,000.00	3,133.72	10,000.00	12,465.97	10,000.00
Maint. - Equipment	5350	25,000.00	24,127.78	25,000.00	16,071.93	16,000.00	11,711.79	12,000.00
Maint. - Grounds	5355	3,000.00	2,523.53	3,000.00	2,550.16	2,500.00	997.22	500.00
Maint. - Radio/Phones	5360	2,000.00	1,453.05	2,000.00	4,301.91	2,000.00	989.46	1,500.00
Maint. - Tires & Tubes	5365	10,000.00	7,100.93	10,000.00	13,273.27	10,000.00	14,734.54	15,000.00
Maint. - Vehicle	5370	28,000.00	26,699.29	26,000.00	30,905.40	29,000.00	22,768.18	30,000.00
Memberships/Subscriptions	5380	850.00	694.82	850.00	790.73	800.00	1,166.39	1,500.00
Miscellaneous	5395	0.00	0.00	0.00	0.00	0.00	1,156.36	500.00
Office Supplies/Expense	5400	4,500.00	2,910.05	4,500.00	1,638.09	2,000.00	1,510.99	1,500.00
Postage	5410	500.00	385.96	500.00	145.19	300.00	250.85	300.00
Printing	5415	500.00	156.56	500.00	172.13	300.00	0.00	100.00
Professional Services	5420	2,000.00	1,650.00	2,000.00	2,473.00	3,000.00	1,218.00	1,500.00
Publications & Legal Notices	5425	500.00	0.00	500.00	0.00	0.00	174.38	200.00
Radios	5430	3,000.00	11,749.80	3,000.00	24.61	1,000.00	0.00	200.00
Staff Development	5455	15,000.00	15,565.45	12,500.00	4,771.50	8,000.00	5,158.75	6,000.00
Phones/internet	5470	15,000.00	12,513.66	13,000.00	13,371.43	13,000.00	7,973.98	13,000.00
Utilities - Water	5490	12,000.00	11,736.60	10,000.00	11,580.65	11,500.00	10,873.08	12,000.00
Utilities - Gas	5491	0.00	0.00	0.00	5,163.74	5,500.00	4,795.74	6,500.00
Utilities - Electric/Solar	5492	28,000.00	28,767.64	16,859.60	27,373.59	27,000.00	16,696.48	30,000.00
Capital Equipment Expense	5625	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>	<u>11,600.45</u>	<u>0.00</u>	<u>0.00</u>	
Total Expenditures		<u>4,113,611.00</u>	<u>3,646,223.26</u>	<u>4,136,155.81</u>	<u>4,249,213.05</u>	<u>4,319,328.00</u>	<u>1,220,603.42</u>	<u>5,075,592.00</u>
Net Revenue Over Expenditures		<u>27,600.00</u>	<u>558,312.46</u>	<u>2,000.00</u>	<u>(97,355.70)</u>	<u>0.00</u>	<u>513,368.78</u>	<u>(628,823.00)</u>

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

01 - General Fund
4000 - Parks and Facilities

		FY 2020 21 Final Budget (07/01/2020 - 06/30/2021)	FY 2021 Actual	FY 2021 22 Final Budget (07/01/2021 - 06/30/2022)	FY 2021-2022 Actual	FY 2022- 23 Final Budget	FY 2022-23 Actual	FY 2023-24 Proposed Budget
Operating Revenue								
Property Taxes	4110	415,693.00	424,589.76	425,262.25	425,619.72	411,873.00	246,721.11	448,210.00
Transfer In	4165	0.00	0.00	22,310.70	22,310.70	42,954.00	0.00	
Lake Entries - Daily (Kiosk)	4180	0.00	2,807.00	15,660.00	4,901.90	40,000.00	29,932.90	30,000.00
Annual Passes (Lake/Pool)	4181	43,598.00	22,750.61	18,750.00	14,660.86	15,000.00	3,207.52	5,000.00
Picnic Site Rentals	4182	0.00	580.00	1,500.00	1,674.50	6,000.00	1,069.00	2,000.00
Pool Rental Fees	4187	0.00	(30.00)	0.00	0.00	0.00	0.00	
Sports Field Rentals	4190	22,070.00	8,990.99	17,580.00	14,672.76	16,000.00	6,926.20	15,000.00
Donations	4250	0.00	1,200.00	0.00	0.00	0.00	0.00	
Reimbursement/Refund	4400	0.00	12,776.72	0.00	0.00	0.00	3,500.00	
Grant - CCI	4605	20,000.00	0.00	0.00	0.00	0.00	0.00	
Grants	4610	0.00	999.90	0.00	0.00	0.00	0.00	
Gain/Loss of Assets	4615	0.00	0.00	0.00	3,015.31	0.00	0.00	
Total Operating Revenue		<u>501,361.00</u>	<u>474,664.98</u>	<u>501,062.95</u>	<u>486,855.75</u>	<u>531,827.00</u>	<u>291,356.73</u>	<u>500,210.00</u>
Expenditures								
Salaries - Perm.	5000	172,301.00	196,984.72	180,766.00	213,673.93	207,501.00	137,392.87	223,517.00
Salaries - Seasonal	5010	0.00	1,543.82	2,935.04	2,935.04	0.00	0.00	
Overtime	5020	2,300.00	2,047.44	2,000.00	4,858.25	4,966.00	1,612.28	2,000.00
Health Benefit	5130	40,228.00	52,088.46	43,180.00	50,016.59	50,000.00	33,398.50	56,900.00
Dental Insurance	5140	2,699.00	4,813.38	2,800.00	4,865.74	4,811.00	3,602.43	5,000.00
Vision Insurance	5150	525.00	781.92	466.00	662.46	800.00	488.70	800.00
CalPERS Employer Retirement	5160	22,866.00	25,770.25	12,671.00	21,423.67	20,000.00	14,564.14	18,000.00
CalPERS 457	5161	0.00	0.00	0.00	0.00	0.00	1,050.00	2,000.00
Worker's Compensation	5170	17,000.00	17,262.66	16,417.65	16,459.22	21,180.00	21,179.13	25,000.00
FICA/Medicare Employer	5180	4,281.00	3,645.82	3,876.00	5,219.64	5,000.00	5,332.26	5,500.00
Contribution								
UI/TT Contribution	5190	1,736.00	2,059.13	2,122.00	1,129.02	2,200.00	893.11	4,470.00
Advertising/Marketing	5209	0.00	201.05	0.00	376.37	0.00	0.00	
Agency Administration Fee	5210	0.00	0.00	0.00	0.00	0.00		
Agriculture	5215	14,385.00	12,721.69	14,000.00	16,692.00	20,000.00	10,261.29	18,000.00
Bank Charge	5221	0.00	0.00	0.00	168.05	0.00	926.15	1,000.00
Clothing/Uniforms	5230	1,500.00	1,050.92	1,200.00	1,449.66	1,500.00	439.43	1,000.00
Computer Software	5231	3,500.00	3,688.69	3,781.00	3,895.54	1,872.00	2,266.81	2,300.00
Computer Hardware	5232	0.00	172.62	500.00	155.14	0.00	0.00	
Contractual Services	5235	0.00	2,242.34	0.00	0.00	0.00	0.00	

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

Contract Services - Other	5240	24,000.00	5,972.15	15,000.00	20,264.76	20,177.00	5,077.26	20,177.00
Educational Materials	5265	0.00	0.00	0.00	9.64	0.00	0.00	
Equipment-Minor/Small Tools	5275	4,700.00	1,170.15	4,000.00	5,644.29	4,000.00	3,460.11	4,000.00
Fire & Safety Supplies	5285	1,363.04	2,548.22	1,000.00	2,117.88	1,750.00	1,250.35	1,750.00
Fire Prevention & Inspection	5290	0.00	351.57	0.00	0.00	0.00	0.00	
Food	5300	500.00	462.49	500.00	495.40	500.00	227.01	500.00
Fuel	5305	3,200.00	2,062.37	4,000.00	8,286.21	3,500.00	2,567.22	3,500.00
Government Fees/Permits	5310	900.00	4,129.21	8,000.00	4,152.02	10,000.00	5,729.14	8,000.00
Janitorial / HH Supplies	5315	8,200.00	9,650.88	8,000.00	6,946.41	7,700.00	6,169.94	4,500.00
Insurance	5320	0.00	0.00	0.00	190.00	0.00	0.00	
Legal Services	5335	0.00	0.00	0.00	0.00	0.00	980.01	
Maint. - Vehicle Supplies	5340	1,200.00	881.32	2,200.00	0.00	500.00	166.42	500.00
Maint. - Buildings	5345	4,900.00	4,097.06	4,000.00	5,037.08	4,800.00	1,505.56	4,000.00
Maint. - Equipment	5350	8,000.00	5,697.36	5,000.00	4,888.62	5,500.00	7,373.01	7,500.00
Maint. - Grounds	5355	45,000.00	39,986.07	37,500.00	31,225.96	41,250.00	19,080.16	36,000.00
Maint. - Tires & Tubes	5365	3,600.00	1,010.41	2,000.00	0.00	1,400.00	1,690.24	2,400.00
Maint. - Vehicle	5370	5,250.00	1,848.86	4,500.00	2,960.00	2,500.00	1,553.00	2,500.00
Medical Supplies	5375	250.00	0.00	0.00	0.00	0.00	0.00	
Memberships/Subscriptions	5380	0.00	13.93	0.00	67.50	0.00	183.33	200.00
Mileage Reimbursement	5385	750.00	66.08	700.00	790.60	2,400.00	819.74	1,500.00
Office Supplies/Expense	5400	1,000.00	1,161.34	1,000.00	1,487.19	1,200.00	415.41	800.00
Pool Chemicals	5405	2,832.00	1,605.83	0.00	0.00	0.00	0.00	
Postage	5410	0.00	193.46	100.00	69.08	100.00	13.00	100.00
Printing	5415	0.00	0.00	0.00	0.00	0.00	18.50	
Professional Services	5420	42,040.00	27,582.92	30,500.00	18,033.62	3,000.00	(28.00)	3,000.00
Rent/Lease - Bldgs, Fields, etc.	5435	0.00	490.15	0.00	0.00	0.00	0.00	
Rent/Lease - Equipment	5440	3,900.00	1,950.17	3,000.00	8,842.33	1,500.00	948.51	5,000.00
Staff Development	5455	1,000.00	210.00	2,500.00	1,104.61	2,500.00	652.98	2,000.00
Special Events	5465	0.00	0.00	0.00	3,844.50	0.00	0.00	
Phones/internet	5470	8,900.00	10,630.09	10,500.00	10,625.74	10,500.00	7,059.64	10,000.00
Utilities - Water	5490	19,500.00	30,438.96	27,500.00	35,388.71	30,000.00	17,768.84	17,000.00
Utilities - Electric/Solar	5492	25,000.00	24,610.85	19,859.60	24,705.53	24,200.00	15,612.12	25,000.00
Utilites - Water - LLAD's	5495	350.00	864.37	0.00	0.00	0.00	0.00	
Vandalism	5500	1,200.00	908.01	0.00	186.66	0.00	0.00	
Cal Fire In Kind Purchases	5501	12,400.00	7,167.67	4,500.00	2,124.32	4,000.00	4,644.89	7,500.00
Capital Equipment Expense	5625	0.00	0.00	0.00	0.00	0.00	12,509.13	-
Transfer Out	7000	9,020.00	9,020.00	9,020.00	9,020.00	9,020.00	0.00	9,020.00
Transfer to Reserve	7001	0.00	0.00	3,310.70	0.00	0.00	0.00	
Total Expenditures		<u>522,276.04</u>	<u>523,856.86</u>	<u>494,904.99</u>	<u>552,488.98</u>	<u>531,827.00</u>	<u>350,834.62</u>	<u>541,934.00</u>
Net Revenue Over Expenditures		<u>(20,915.04)</u>	<u>(49,191.88)</u>	<u>6,157.96</u>	<u>(65,633.23)</u>	<u>0.00</u>	<u>(59,477.89)</u>	<u>(41,724.00)</u>

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

Budget Service Level Reductions

Cleaning bathrooms and emptying trash 2 days a week instead of 3

Items we need that are not budgetted fro

Was hoping to use the water savings to purchase a Tractor. I increased the equipment rental budget to rent a tractor 6 times per year.

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

01 - General Fund
5000 - Recreation

		FY 2020 21 Final Budget (07/01/2020 - 06/30/2021)	FY 2021 Actual	FY 2021 22 Final Budget (07/01/2021 - 06/30/2022)	FY 2021-2022 Actual	FY 2022- 23 Final Budget	FY 2022-23 Actual	Proposed FY 2023-24 Budget
Operating Revenue								
Property Taxes	4110	0.00	0.00	153,914.30	154,164.98	110,381.00	54,826.92	150,000.00
Arc Review Fees	4140	0.00	0.00	0.00	0.00	0.00	369.00	-
Youth Classes	4145	0.00	(30.00)	0.00	0.00	0.00	165.00	-
Recreation Program Revenue	4154	116,918.38	56,951.80	142,639.00	201,840.12	150,000.00	54,688.25	100,000.00
Instructor Program Revenue	4155	0.00	0.00	0.00	0.00	50,000.00	51,631.35	70,000.00
Transfer In	4165	5,000.00	5,000.00	0.00	0.00	0.00	0.00	3,000.00
Special Events	4170	0.00	(47.50)	0.00	31,859.00	2,000.00	38.00	-
Lake Entries - Daily (Kiosk)	4180	0.00	0.00	20,000.00	36,676.88	0.00	2,503.45	-
Annual Passes (Lake/Pool)	4181	23,184.00	35,055.01	37,500.00	31,251.76	37,500.00	6,438.96	30,000.00
Gym Rentals	4186	15,468.00	10,351.25	13,000.00	3,414.17	13,000.00	1,863.12	10,000.00
Pool Rental Fees	4187	0.00	38,258.47	49,000.00	46,204.56	51,500.00	31,270.89	50,000.00
Sports Field Rentals	4190	5,000.00	2,001.97	2,000.00	5,121.24	5,000.00	5,177.80	5,200.00
Donations	4250	0.00	0.00	0.00	3,669.00	0.00	100.00	-
Sponsorships	4255	14,500.00	29,000.00	20,000.00	19,921.20	2,500.00	0.00	1,000.00
Grants	4610							70,601.00
Total Operating Revenue		180,070.38	176,541.00	438,053.30	534,122.91	421,881.00	209,072.74	489,801.00
Expenditures								
Salaries - Perm.	5000	95,243.00	124,512.43	140,770.00	141,216.81	140,770.00	70,615.29	147,159.00
Salaries - Seasonal	5010	80,940.00	97,211.17	120,889.96	145,598.94	98,373.00	122,677.58	150,000.00
Overtime	5020	750.00	864.91	750.00	8,264.45	1,000.00	4,167.13	1,000.00
Health Benefit	5130	25,000.00	29,940.80	29,361.00	30,147.54	29,361.00	10,487.90	29,361.00
Retiree Health Benefit	5135	5,000.00	0.00	0.00	0.00	0.00	0.00	-
Dental Insurance	5140	1,470.00	1,777.09	2,206.00	2,552.28	2,500.00	1,164.21	2,500.00
Vision Insurance	5150	261.00	282.36	391.00	390.96	400.00	152.04	400.00
CalPERS Employer Retirement	5160	9,159.00	9,921.88	9,712.00	10,294.84	9,712.00	4,294.93	10,000.00
Worker's Compensation	5170	10,000.00	7,089.06	4,375.70	5,921.44	6,219.00	6,218.06	8,000.00
FICA/Medicare Employer	5180	9,103.00	9,785.56	10,791.00	13,955.92	12,495.00	11,221.07	14,000.00
Contribution								
UI/TT Contribution	5190	6,000.00	5,477.87	2,937.00	5,447.65	3,351.00	2,984.62	5,000.00
Advertising/Marketing	5209	6,010.00	6,676.67	13,000.00	13,585.51	14,000.00	8,079.12	2,000.00
Bank Charge	5221	0.00	0.00	3,100.00	7,781.85	5,000.00	3,971.04	5,000.00
Clothing/Uniforms	5230	585.00	848.11	1,800.00	224.42	1,800.00	120.66	350.00
Computer Software	5231	7,700.00	8,662.76	7,500.00	6,402.22	7,500.00	6,411.40	12,000.00
Computer Hardware	5232	0.00	(9.64)	250.00	259.10	500.00	0.00	700.00

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

Contract Services - Other	5240	6,000.00	6,196.23	5,700.00	6,408.74	6,200.00	4,072.17	6,400.00
Equipment-Minor/Small Tools	5275	0.00	0.00	0.00	0.00	4,000.00	2,708.26	1,500.00
Fire & Safety Supplies	5285	100.00	32.15	0.00	0.00	0.00	0.00	-
Food	5300	700.00	113.38	0.00	233.92	200.00	186.24	500.00
Instructors	5316	1,000.00	1,365.00	26,500.00	29,514.80	30,000.00	30,171.40	40,000.00
Maint. - Equipment	5350	125.00	259.54	0.00	342.14	300.00	349.15	350.00
Medical Supplies	5375	200.00	0.00	0.00	0.00	0.00	0.00	-
Memberships/Subscriptions	5380	310.00	345.00	310.00	285.00	300.00	183.34	300.00
Mileage Reimbursement	5385	0.00	0.00	100.00	217.78	200.00	60.00	100.00
Office Supplies/Expense	5400	1,000.00	462.35	500.00	376.68	200.00	184.87	250.00
Pool Chemicals	5405							18,000.00
Postage	5410	100.00	106.84	100.00	141.85	100.00	15.20	50.00
Professional Services	5420	2,464.00	1,915.00	2,500.00	2,219.00	2,000.00	412.00	29,100.00
Program Supplies	5421	2,579.00	4,604.08	13,730.00	27,900.55	13,000.00	6,476.50	10,000.00
Rent/Lease - Bldgs, Fields, etc.	5435	0.00	0.00	3,060.00	0.00	0.00	0.00	-
Rent/Lease - Equipment	5440	300.00	300.00	200.00	412.54	400.00	133.34	300.00
Staff Development	5455	550.00	1,450.00	2,500.00	1,985.26	3,500.00	1,799.00	3,000.00
Special Events	5465	500.00	530.72	0.00	20,000.00	0.00	0.00	-
Phones/internet	5470	5,000.00	5,466.05	5,600.00	6,455.25	6,500.00	4,119.34	7,000.00
Utilities - Gas	5491							50,000.00
Utilities - Electric/Solar	5492	20,000.00	22,584.38	16,859.60	21,298.01	22,000.00	8,273.00	15,000.00
Capital Equipment Expense	5625	0.00	0.00	0.00	7,244.90	0.00	0.00	-
Total Expenditures		<u>298,149.00</u>	<u>348,771.75</u>	<u>425,493.26</u>	<u>517,080.35</u>	<u>421,881.00</u>	<u>311,708.86</u>	<u>569,320.00</u>
Net Revenue Over Expenditures		<u>(118,078.62)</u>	<u>(172,230.75)</u>	<u>12,560.04</u>	<u>17,042.56</u>	<u>0.00</u>	<u>(102,636.12)</u>	<u>\$ (79,519.00)</u>

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

01 - General Fund
7000 - Community Center

		FY 2020 21 Final Budget (07/01/2020 - 06/30/2021)	FY 2021 Actual	FY 2021 22 Final Budget (07/01/2021 - 06/30/2022)	FY 2021-2022 Actual	FY 2022- 23 Final Budget	FY 2022-23 Actual	FY 2023- 24 Proposd Budget
Operating Revenue								
Property Taxes	4110	168,344.00	171,947.63	222,832.42	223,073.95	353,477.00	191,894.20	348,607.00
Annual Passes (Lake/Pool)	4181	0.00	12,765.63	18,750.00	14,268.32	13,000.00	3,157.52	10,000.00
Assembly Hall & Classroom	4185	15,304.00	13,665.00	35,139.00	20,262.80	30,000.00	24,557.74	30,000.00
Rentals								
Gym Rentals	4186	12,342.00	10,351.15	13,000.00	3,414.17	10,000.00	1,813.14	-
Pool Rental Fees	4187	87,215.00	48,759.47	49,000.00	41,145.94	50,000.00	29,880.50	50,000.00
Reimbursement/Refund	4400	0.00	974.41	0.00	13,098.81	0.00	0.00	-
Total Operating Revenue		<u>283,205.00</u>	<u>258,463.29</u>	<u>338,721.42</u>	<u>315,263.99</u>	<u>456,477.00</u>	<u>251,303.10</u>	<u>438,607.00</u>
Expenditures								
Salaries - Perm.	5000	67,900.00	77,266.93	134,906.00	163,247.83	158,747.00	121,954.08	185,000.00
Overtime	5020	1,000.00	1,591.33	1,000.00	1,558.41	1,000.00	4,141.05	1,000.00
Health Benefit	5130	14,519.00	9,515.76	17,996.00	16,020.06	16,000.00	13,984.32	33,000.00
Dental Insurance	5140	1,485.00	687.50	1,751.00	1,187.50	1,701.00	1,125.00	2,206.00
Vision Insurance	5150	219.00	130.32	265.00	217.20	313.00	195.48	391.00
CalPERS Employer Retirement	5160	6,988.00	2,826.86	8,338.00	7,363.43	7,000.00	5,351.18	10,088.00
CalPERS 457	5161	0.00	0.00	0.00	0.00	0.00	825.00	1,200.00
Worker's Compensation	5170	9,000.00	9,091.30	6,915.82	7,226.91	9,883.00	9,882.36	13,000.00
FICA/Medicare Employer	5180	3,934.00	2,175.45	3,721.00	4,449.90	4,000.00	3,679.48	4,000.00
Contribution								
UI/TT Contribution	5190	1,000.00	875.45	1,537.00	1,541.73	2,000.00	728.70	2,971.00
Advertising/Marketing	5209	800.00	1,333.53	1,200.00	861.77	1,000.00	0.00	-
Agriculture	5215	431.00	238.14	400.00	300.00	400.00	358.25	400.00
Bank Charge	5221	0.00	0.00	2,600.00	4,953.66	4,900.00	1,485.51	2,800.00
Clothing/Uniforms	5230	0.00	0.00	900.00	501.63	900.00	273.94	900.00
Computer Software	5231	500.00	1,016.69	1,940.00	2,583.72	2,500.00	1,533.33	2,500.00
Computer Hardware	5232	0.00	378.87	0.00	0.00	0.00	32.16	250.00
Contract Services - Other	5240	5,890.00	5,908.23	5,890.00	6,926.63	7,000.00	4,500.87	6,000.00
Equipment-Minor/Small Tools	5275	2,640.00	2,970.96	2,500.00	3,304.52	6,000.00	5,467.78	6,000.00
Fire & Safety Supplies	5285	950.00	1,017.20	950.00	750.77	1,000.00	718.09	1,000.00
Fire Prevention & Inspection	5290	1,200.00	1,899.08	1,100.00	1,785.00	1,800.00	2,859.86	2,000.00
Food	5300	50.00	170.12	0.00	343.17	0.00	188.53	200.00
Fuel	5305	0.00	0.00	0.00	0.00	0.00	10.00	-
Government Fees/Permits	5310	3,482.00	2,720.29	2,900.00	4,028.63	3,600.00	3,965.59	4,200.00
Janitorial / HH Supplies	5315	11,000.00	12,531.75	19,500.00	21,875.20	18,000.00	12,313.94	18,000.00

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

Maint. - Vehicle Supplies	5340	500.00	0.00	0.00	0.00	0.00	40.00	100.00
Maint. - Buildings	5345	12,000.00	8,957.77	8,000.00	30,057.41	9,600.00	26,095.97	12,000.00
Maint. - Equipment	5350	9,000.00	5,434.11	10,000.00	11,765.63	10,000.00	5,563.84	12,000.00
Maint. - Grounds	5355	2,026.00	1,943.88	2,000.00	5,740.82	2,400.00	1,308.97	2,400.00
Maint. - Tires & Tubes	5365	1,200.00	0.00	1,200.00	0.00	1,200.00	0.00	1,200.00
Maint. - Vehicle	5370	500.00	622.17	1,000.00	589.74	1,200.00	1,176.50	1,200.00
Medical Supplies	5375	250.00	0.00	0.00	0.00	0.00	0.00	-
Memberships/Subscriptions	5380	0.00	0.00	0.00	67.50	0.00	0.00	-
Office Supplies/Expense	5400	200.00	629.61	200.00	646.22	250.00	35.38	100.00
Pool Chemicals	5405	23,995.00	31,183.03	25,000.00	29,694.15	31,500.00	20,171.36	18,000.00
Postage	5410	0.00	0.00	0.00	14.74	0.00	0.00	-
Professional Services	5420	400.00	600.00	400.00	2,087.00	2,383.00	896.00	2,400.00
Rent/Lease - Equipment	5440	0.00	300.00	200.00	919.75	200.00	268.34	500.00
Staff Development	5455	250.00	0.00	250.00	768.90	3,500.00	207.98	2,000.00
Phones/internet	5470	8,000.00	8,677.85	8,000.00	10,042.44	9,500.00	6,679.67	9,500.00
Utilities - Water	5490	7,000.00	10,535.90	8,500.00	11,555.76	9,000.00	7,312.15	9,500.00
Utilities - Gas	5491	0.00	0.00	80,000.00	87,968.08	88,000.00	78,723.98	55,000.00
Utilities - Electric/Solar	5492	54,860.00	101,313.32	28,859.60	53,615.67	40,000.00	37,255.71	50,000.00
Vandalism	5500	1,000.00	77.09	0.00	0.00	0.00	0.00	-
Capital Equipment Expense	5625	0.00	3,065.53	45,000.00	7,244.89	0.00	6,000.00	-
Total Expenditures		<u>254,169.00</u>	<u>307,686.02</u>	<u>434,919.42</u>	<u>503,806.37</u>	<u>456,477.00</u>	<u>387,310.35</u>	<u>473,006.00</u>
Net Revenue Over Expenditures		<u>29,036.00</u>	<u>(49,222.73)</u>	<u>(96,198.00)</u>	<u>(188,542.38)</u>	<u>0.00</u>	<u>(136,007.25)</u>	<u>(34,399.00)</u>

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

01 - General Fund
8000 - Weed Abatement

		FY 2020 21 Final Budget (07/01/2020 - 06/30/2021)	FY 2021 Actual	FY 2021 22 Final Budget (07/01/2021 - 06/30/2022)	FY 2021-2022 Actual	FY 2022- 23 Final Budget	FY 2022-23 Actual	FY 2023-24 Proposed Budget
Operating Revenue								
Property Taxes	4110	35,516.00	36,276.73	14,930.93	15,065.80	14,000.00	1,827.90	
Fire Marshall Plan Review	4132	0.00	0.00	105,000.00	59,818.95	77,000.00	32,988.80	77,000.00
Pool Rental Fees	4187	0.00	0.00	0.00	117.00	0.00	0.00	
Reimbursement/Refund	4400	0.00	18,235.28	0.00	15,080.43	0.00	0.00	
Weed Abatement	4410	4,020.00	15,731.73	15,750.00	5,319.01	14,300.00	21,985.16	20,000.00
Grant - CCI	4605	133,794.00	113,830.59	113,120.00	165,071.95	0.00	0.00	
Total Operating Revenue		<u>173,330.00</u>	<u>184,074.33</u>	<u>248,800.93</u>	<u>260,473.14</u>	<u>105,300.00</u>	<u>56,801.86</u>	<u>97,000.00</u>
Expenditures								
Salaries - Perm.	5000	29,948.00	30,889.31	32,885.00	20,295.48	43,000.00	14,954.57	45,219.00
Salaries - Seasonal	5010	9,600.00	8,836.87	18,150.00	11,947.80	10,695.00	0.00	10,000.00
Overtime	5020	0.00	0.00	0.00	0.00	0.00	601.62	500.00
Health Benefit	5130	0.00	0.00	0.00	0.00	10,500.00	2,693.41	11,400.00
Dental Insurance	5140	0.00	0.00	0.00	0.00	750.00	312.50	1,550.00
Vision Insurance	5150	0.00	0.00	0.00	0.00	140.00	54.30	130.00
CalPERS Employer Retirement	5160	2,480.00	2,380.99	2,496.00	1,553.43	3,300.00	1,126.43	3,473.00
Worker's Compensation	5170	2,487.00	3,543.03	199.93	179.45	262.00	261.01	300.00
FICA/Medicare Employer	5180	1,187.00	1,093.65	1,945.00	1,188.43	2,566.00	210.91	2,778.00
Contribution								
UI/TT Contribution	5190	434.00	532.06	625.00	275.74	1,052.00	304.52	1,000.00
Bank Charge	5221	0.00	0.00	0.00	0.00	3,500.00	963.04	1,500.00
Clothing/Uniforms	5230	500.00	175.80	250.00	262.50	350.00	20.00	50.00
Computer Software	5231	1,000.00	0.00	0.00	199.00	0.00	0.00	-
Computer Hardware	5232	1,500.00	789.67	1,000.00	804.48	1,250.00	241.31	-
Contractual Services	5235	0.00	0.00	10,000.00	4,730.07	5,000.00	4,443.75	5,000.00
Contract Services - Other	5240	77,848.00	196,639.77	100,000.00	14,976.75	12,885.00	0.00	12,000.00
Educational Materials	5265	10,000.00	16,750.99	10,000.00	2,711.73	3,450.00	0.00	-
Fire & Safety Supplies	5285	0.00	0.00	500.00	183.05	1,000.00	117.51	200.00
Janitorial / HH Supplies	5315	0.00	989.65	0.00	0.00	0.00	0.00	-
Memberships/Subscriptions	5380	0.00	0.00	500.00	50.00	100.00	50.00	100.00
Office Supplies/Expense	5400	1,000.00	738.47	1,000.00	674.31	800.00	194.25	200.00
Postage	5410	8,500.00	3,312.05	6,000.00	6,238.00	2,000.00	21.65	300.00
Printing	5415	500.00	0.00	250.00	148.00	250.00	115.29	200.00
Professional Services	5420	0.00	370.00	0.00	103.00	300.00	103.00	300.00

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

Publications & Legal Notices	5425	0.00	148.88	0.00	103.75	150.00	84.38	300.00
Staff Development	5455	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>3,079.92</u>	<u>2,000.00</u>	<u>1,419.30</u>	<u>500.00</u>
Total Expenditures		<u>146,984.00</u>	<u>267,191.19</u>	<u>188,800.93</u>	<u>69,704.89</u>	<u>105,300.00</u>	<u>28,292.75</u>	<u>\$ 97,000.00</u>
Net Revenue Over Expenditures		<u>26,346.00</u>	<u>(83,116.86)</u>	<u>60,000.00</u>	<u>190,768.25</u>	<u>0.00</u>	<u>28,509.11</u>	<u>0.00</u>

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

01 - General Fund
9000 - Fixed Costs

		FY 2020 21 Final Budget (07/01/2020 - 06/30/2021)	FY 2021 Actual	FY 2021 22 Final Budget (07/01/2021 - 06/30/2022)	FY 2021-2022 Actual	FY 2022- 23 Final Budget	FY 2022-23 Actual	FY 2023-24 Proposed Budget
Operating Revenue								
Property Taxes	4110	<u>422,585.00</u>	<u>431,630.30</u>	<u>478,754.00</u>	<u>494,791.84</u>	<u>585,300.00</u>	<u>328,961.48</u>	<u>498,011.00</u>
Total Operating Revenue		<u>422,585.00</u>	<u>431,630.30</u>	<u>478,754.00</u>	<u>494,791.84</u>	<u>585,300.00</u>	<u>328,961.48</u>	<u>498,011.00</u>
Expenditures								
Retiree Health Benefit	5135	73,016.00	98,218.44	112,025.00	104,611.39	111,317.00	69,114.58	117,138.00
CalPERS Employer Retirement	5160	144,269.00	145,319.00	193,043.00	187,671.00	223,273.00	224,323.00	215,424.00
Audit/Accounting	5220	30,000.00	15,000.00	16,000.00	15,900.00	26,000.00	0.00	25,000.00
EDC Department Agency	5260	4,300.00	4,252.73	4,300.00	4,418.54	4,500.00	4,798.29	5,500.00
Government Fees/Permits	5310	20,000.00	15,383.80	13,500.00	12,346.56	13,500.00	7,937.64	13,500.00
Insurance	5320	130,000.00	129,411.74	175,886.00	172,195.17	206,710.00	206,709.90	253,657.00
Total Expenditures		<u>401,585.00</u>	<u>407,585.71</u>	<u>514,754.00</u>	<u>497,142.66</u>	<u>585,300.00</u>	<u>512,883.41</u>	<u>630,219.00</u>
Net Revenue Over Expenditures		<u>21,000.00</u>	<u>24,044.59</u>	<u>(36,000.00)</u>	<u>(2,350.82)</u>	<u>0.00</u>	<u>(183,921.93)</u>	<u>(132,208.00)</u>

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

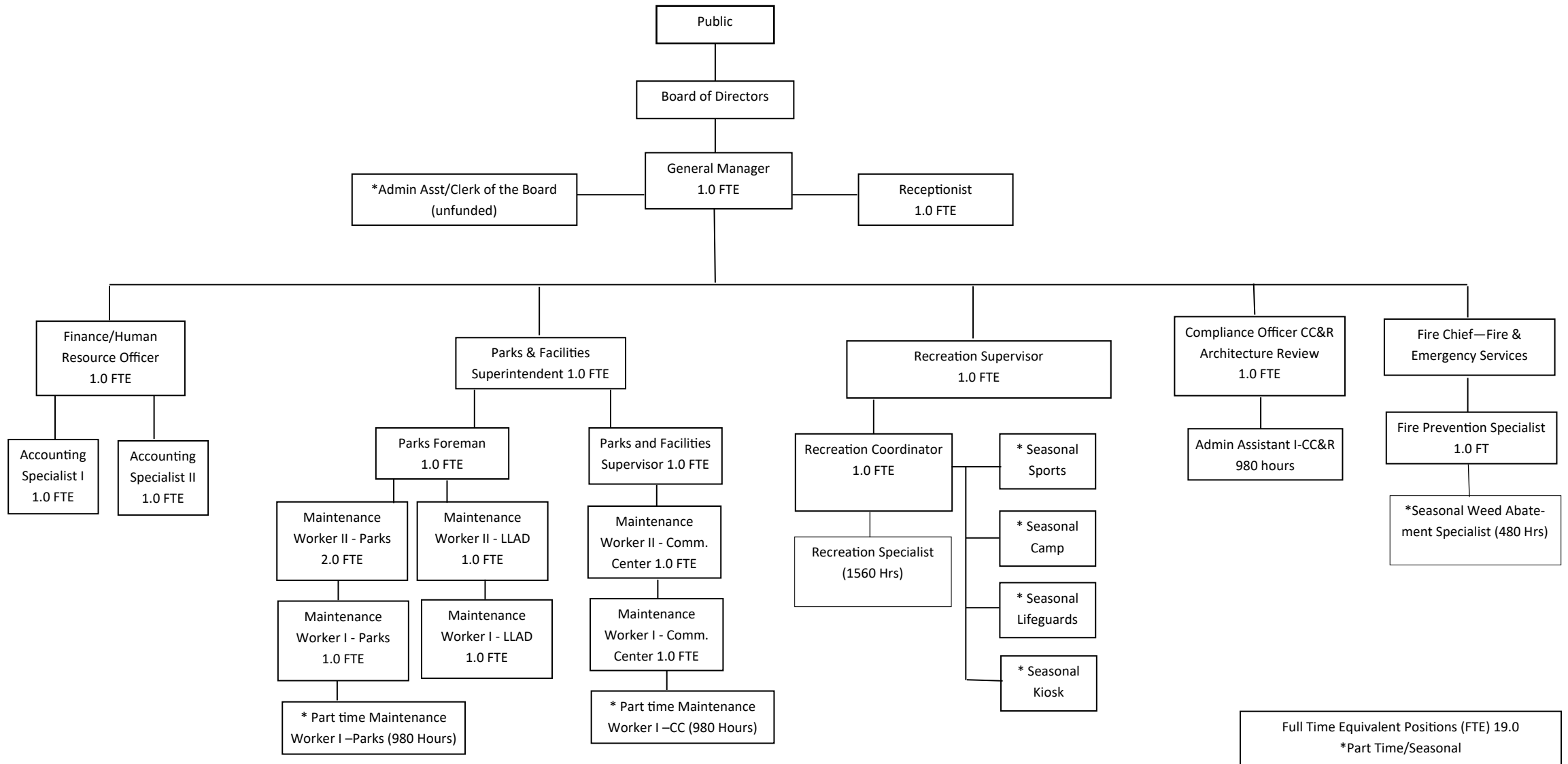
02 - CC&R

		FY 2020 21 Final Budget (07/01/2020 - 06/30/2021)	FY 2021 Actual	FY 2021 22 Final Budget (07/01/2021 - 06/30/2022)	FY 2021-2022 Actual	FY 2022- 23 Final Budget	FY 2022-23 Actual	Proposed FY 2023-24 Budget
Operating Revenue								
Property Taxes	4110	0.00	285.90	0.00	398.97	250.00	284.61	
Special Assessments	4135	81,600.00	78,658.16	81,600.00	78,671.71	81,600.00	42,433.08	78,700.00
Arc Review Fees	4140	19,500.00	26,605.00	30,000.00	30,175.00	30,000.00	16,892.00	25,000.00
Interest Income	4505	4,000.00	987.70	2,500.00	716.57	500.00	798.64	800.00
Other Income/Refunds	4600	0.00	3,056.50	0.00	0.00	0.00	0.00	
Total Operating Revenue		<u>105,100.00</u>	<u>109,593.26</u>	<u>114,100.00</u>	<u>109,962.25</u>	<u>112,350.00</u>	<u>60,408.33</u>	<u>104,500.00</u>
Expenditures								
Salaries - Perm.	5000	60,694.00	62,302.36	73,338.00	65,851.67	75,177.00	47,311.15	80,000.00
Overtime	5020	0.00	1,465.53	500.00	357.07	0.00	20.94	-
Health Benefit	5130	9,222.00	10,286.10	9,787.00	10,049.14	10,310.00	6,992.17	10,300.00
Dental Insurance	5140	735.00	750.00	735.00	750.00	750.00	562.50	750.00
Vision Insurance	5150	130.00	141.18	130.00	130.32	137.00	97.74	150.00
CalPERS Employer Retirement	5160	4,240.00	4,712.91	4,607.00	4,537.34	4,768.00	3,104.08	4,800.00
Worker's Compensation	5170	3,702.00	0.00	1,238.79	1,162.70	494.00	493.68	1,000.00
FICA/Medicare Employer	5180	880.00	863.27	1,847.00	1,258.20	1,847.00	1,021.48	2,000.00
Contribution								
UI/TT Contribution	5190	217.00	532.01	269.00	286.68	320.00	229.70	400.00
Advertising/Marketing	5209	0.00	202.70	550.00	0.00	300.00	0.00	100.00
Agency Administration Fee	5210	2,000.00	0.00	2,000.00	0.00	0.00	0.00	\$0.00
Bank Charge	5221	200.00	0.00	5,000.00	4,749.81	5,000.00	882.79	1,900.00
Clothing/Uniforms	5230	150.00	345.35	325.00	102.80	200.00	0.00	\$0.00
Computer Software	5231	4,101.00	3,890.68	4,250.00	4,338.49	5,000.00	4,349.45	4,750.00
Computer Hardware	5232	0.00	32.16	0.00	94.86	0.00	0.00	1,500.00
Contract Services - Other	5240	3,000.00	6,250.55	6,000.00	6,298.64	6,500.00	4,072.16	6,500.00
Food	5300	200.00	67.81	200.00	233.87	200.00	113.61	\$0.00
Fuel	5305	950.00	62.83	600.00	182.80	1,000.00	0.00	350.00
Insurance	5320	3,017.00	0.00	0.00	0.00	0.00	0.00	
Legal Services	5335	12,000.00	3,246.36	6,600.00	6,733.19	10,000.00	1,752.19	\$10,000.00
Maint. - Buildings	5345	0.00	0.00	0.00	338.44	0.00	0.00	\$0.00
Maint. - Equipment	5350	200.00	23.50	200.00	134.18	200.00	176.31	200.00
Maint. - Grounds	5355	0.00	(177.50)	0.00	0.00	0.00	0.00	\$0.00
Maint. - Vehicle	5370	500.00	558.69	525.00	408.34	450.00	0.00	450.00
Memberships/Subscriptions	5380	30.00	0.00	30.00	0.00	0.00	0.00	\$0.00

Cameron Park Community Services District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2022 Through 6/30/2023

Office Supplies/Expense	5400	500.00	91.06	300.00	310.82	300.00	88.19	300.00
Postage	5410	300.00	162.54	300.00	89.69	200.00	146.36	250.00
Printing	5415	500.00	228.98	500.00	0.00	250.00	0.00	200.00
Professional Services	5420	0.00	98.00	98.00	98.00	98.00	0.00	\$0.00
Publications & Legal Notices	5425	300.00	0.00	300.00	0.00	300.00	0.00	\$0.00
Rent/Lease - Equipment	5440	0.00	0.00	200.00	199.94	200.00	133.32	200.00
Staff Development	5455	500.00	0.00	500.00	0.00	0.00	0.00	\$0.00
Phones/internet	5470	4,500.00	4,365.59	4,500.00	4,693.44	5,000.00	3,345.23	5,000.00
Transfer Out	7000	<u>0.00</u>	<u>17,146.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-</u>
Total Expenditures		<u>112,768.00</u>	<u>117,648.66</u>	<u>125,429.79</u>	<u>113,390.43</u>	<u>129,001.00</u>	<u>74,893.05</u>	<u>131,100.00</u>
Net Revenue Over Expenditures		<u>(7,668.00)</u>	<u>(8,055.40)</u>	<u>(11,329.79)</u>	<u>(3,428.18)</u>	<u>(16,651.00)</u>	<u>(14,484.72)</u>	<u>(26,600.00)</u>

Cameron Park Community Services District Preliminary Fiscal Year 2023-2024





Agenda Transmittal

DATE: April 11, 2023

FROM: André Pichly, General Manager

AGENDA ITEM #6: Request from El Dorado Water Agency for the Cameron Park Community Services District to participate in a Cameron Park Drainage Improvement Study at a cost of \$20,000

RECOMMENDED ACTION: Receive, Discuss, and Forward to Board of Directors

Introduction

Following the heavy rains of early 2023, the General Manager was contacted by the El Dorado Water Agency (EDWA) to attend a meeting to discuss the flooding issues that occurred in Cameron Park. Other attendees included our Parks & Facilities Superintendent Mike Grassle, County Supervisor George Turnboo, and staff from the EDWA that included Resources Engineers Kyle Ericson and Rebecca Guo. Kyle Ericson of EDWA will be presenting tonight on the proposed project, its scope and need, and the reasoning behind the request to participate financially in the study.

Discussion

EDWA is asking the Cameron Park Community Services District to participate financially in a study to be performed by Stantec Consulting Services Inc., to study Cameron Park drainage system improvements. Per a letter (Attachment 4a) from Kari Shively, Senior Vice President of Stantec, to Kenneth Pyle, General Manager for EDWA, *the purpose of the drainage study is to update and reassess the drainage issues and opportunities for managing storm water as a resource in Cameron Park. She continues, the drainage system in Cameron Park largely relies on a traditional approach that directs the storm water away with some major detention systems like detention basins near Highway 50 and Cameron Park Lake, a manmade storage that also serves as a recreation facility. In recent years, localized flooding conditions in Cameron Park have been reported frequently after major storms.*

Per the letter, the County is the lead agency for the Cameron Park Drainage Improvement (SWRP, Project 345), which was identified as one of the priority projects for implementation. Stantec is to provide technical support to the Agency (EDWA) in assisting the County to study the Cameron Park Drainage System Improvement using a Hydrologic and Hydraulic (H&H) modeling. Upon approval, this task order is scheduled to be completed by June 30, 2023, with a total not-to-exceed amount of \$183,150.00.

Fiscal Impact

The requested cost share for the Drainage Improvement Study would be \$20,000 payable to the El Dorado Water Agency. There is no identified funding source in the CSD budget at this time from which the funds could be allocated. The funding request by EDWA includes a payment date of June 30, 2023.

Recommendation

Staff recommends that Committee receive the presentation from the EDWA resource engineer, discuss the request for committing District funds for the drainage improvement study, and consider forwarding this item to the Board of Directors on April 19th.

Should the Budget & Administration Committee choose to forward this item to the full board, they can direct staff to identify potential funding sources within the CSD budget. As the request for funds for the study includes a payment date of June 30, 2023 – the final day of the Fiscal Year 2022/2023 - staff recommends that careful consideration be made in committing funds for a previously unidentified project so late in the fiscal year without a clear understanding of how the funds might impact the current CSD budget. Furthermore, the Budget & Administration Committee should consider recommending that, should the Board approve such an expense, that it be included in the Fiscal year 2023/2024 annual budget or be considered for funding in a subsequent annual budget.

Attachments

- 6a – Letter from Stantec to EDWA regarding scope of work and cost
- 6b – Proposed MOA between EDWA and CPCSD for Drainage Improvement Study



Stantec Consulting Services Inc.
3310 C Street, Suite 1900, Sacramento, CA 95816

March 1, 2023
File: 184030861

Attention: Mr. Kenneth Payne
General Manager, El Dorado Water Agency
4330 Golden Center Drive, Suite C
Placerville, CA 95667

Dear Ken,

Reference: Letter Proposal for Technical Support for Cameron Park Drainage System Improvement

Per our discussion, this is the letter proposal for Stantec Consulting Services Inc. (Stantec) to support the El Dorado Water Agency (Agency) in assisting the County of El Dorado (County) to study Cameron Park Drainage System Improvement. Stormwater management and land use regulations have changed significantly in the past decades. The purpose of this drainage study is to update and reassess the drainage issues and opportunities for managing stormwater as a resource in Cameron Park. Drainage system in Cameron Park largely relies on a traditional approach that directs the stormwater away with some major detention systems like detention basins near Highway 50 and Cameron Park Lake, a manmade storage that also serves as a recreation facility. In recent years, localized flooding conditions in Cameron Park have been reported frequently after major storms.

The Agency, the County, and the City of Placerville collaboratively completed the West Slope Stormwater Resource Plan (SWRP) in March 2018 through extensive communication and outreach to local entities and the public. These three agencies have since continued the collaboration for implementation and update of the SWRP. The County is the lead agency for the Cameron Park Drainage Improvement (SWRP, Project 345), which was identified as one of the priority projects for implementation.

This letter includes a scope of work for Stantec to provide technical support to the Agency in assisting the County to study the Cameron Park Drainage System Improvement using a Hydrologic and Hydraulic (H&H) modeling. Upon approval, this task order (TO) is scheduled to be completed by June 30, 2023, with a total not-to-exceed amount of \$183,150.00.

SCOPE OF WORK

Stantec will conduct the tasks as described below. All work will be conducted under the direction of the Agency's General Manager up to the not-to-exceed amount.

Task 1 – Project Management

Under this task, Stantec will provide project management services during the period of performance. Specific tasks will include project management activities to ensure proper staffing and accurate financial management for this TO. This also includes as-needed calls/discussions/meetings with the General

March 1, 2023
Mr. Kenneth Payne
Page 2 of 4

Reference: Letter Proposal for Technical Support for Cameron Park Drainage System Improvement

Manager or designated representative on project management and for other coordination purposes. Stantec will document critical decisions made throughout TO execution.

Task 2 – Technical Support to Compile, Review, and Assess Existing Data

Stantec will perform data collection inventory for the watershed area in which Cameron Park resides. The data collected will consist of the best available U.S. Geological Survey (USGS) LiDAR topographic data, USGS Topo Quad Maps, USGS hydrography datasets, aerial imagery, and Natural Resources Conservation Service (NRCS) soil maps with hydrologic soils group data. There are two jurisdictional dams (regulated by the State of California) located within the watershed area that impact Cameron Park drainage: Cameron Park Dam and Crystal Lake Dam. There are also several non-jurisdictional dams and stormwater ponds that are likely to impact the results of the H&H study results. Best available data on all the dams and stormwater pond infrastructure in the watershed area will be investigated. The County shall provide existing drainage plans, topographic data, aerial imagery, geographic information systems (GIS) land use data, stormwater asset data, culvert and bridge data, known flooding locations, and any available rain gage or stream gage data, particularly those from recent flooding events, and any other pertinent information as available.

Stantec will use best available data to create a drainage network representation and develop a GIS Map Book of the watershed area. Under this task, Stantec will summarize the data availability and investigate the benefits, cost, and schedule for additional data acquisition needs, if warranted, in a technical memorandum.

Deliverables:

- Technical memorandum on data availability and recommendations.
- GIS Map Book of the project area.

Task 3. Identify System Connectivity and Site Visits

Stantec will also perform up to two site visits to identify drainage system connectivity (ponds, pipes, ditches, channels, marshes, and no connectivity) for roadways using the Map Book for field markups. Stantec will identify the date each feature was added in the comments field. No other attributes will be assigned to the features (invert elevations, pipe material, pipe size, channel conditions, etc.). Stantec will include the field observation in the site visit summary.

Deliverables:

- Site visit summary and documentation.

Task 4. Delineate Drainage Area(s)

Stantec will utilize the Map Book markups and existing data to refine drainage area(s) within the project area and create drainage arrows. Stantec will also identify system connectivity within project area and locate any downstream outfall(s). Questionable areas for any location that warrants further investigation will be identified in the Map Book for a final field reconnaissance investigation. Stantec will incorporate field markups and revise the drainage network and provide finalized drainage network drawings and pertinent information to the County GIS Stormwater Inventory Database for inclusion and update.

March 1, 2023
 Mr. Kenneth Payne
 Page 3 of 4

Reference: Letter Proposal for Technical Support for Cameron Park Drainage System Improvement

Deliverables:

- Revised Map Book with final markups and revision recommendations for County database.

Task 5. Hydrologic and Hydraulic (H&H) Study and Modeling

Stantec will utilize the data collected in Tasks 2 to 4 to prepare an H&H study of the drainage area. A HEC-HMS model will establish existing condition hydrology for the watershed area contributing to Cameron Park. The limits of the model will generally be north of Highway 50, east of Bass Lake Road, and west of Cameron Park Drive. The HEC-HMS model will be used to develop updated hydrology for a range of storm return frequency and subsequent system hydrologic analysis. Based on various climate change scenarios, a statistical analysis will be conducted to evaluate and finalize the range of specific storm frequencies used in the model.

The HEC-HMS model will first establish existing condition hydrology for the watershed area contributing to Cameron Park. The hydrologic analysis will follow guidance from the County Drainage Manual (2020) and include surface flow stormwater features, such as dams, detention ponds, and channels, as data availability allows. No detailed underground storm sewer analysis will be performed as part of this scope of work.

The HEC-HMS model results, along with the County records and input, will be used to identify areas within the watershed with significant flooding risk. A HEC-RAS model will be developed for these areas to better understand the flood risk and to identify up to 8 locations for potential flood mitigation improvements. The HEC-RAS modeling will be based on data collected in Tasks 2 to 4, including LiDAR topography data, and may utilize a 2-dimensional approach to best account for flooding in areas with complex flow paths. No additional survey will be completed as part of this scope of work.

Deliverables:

- HEC-HMS model, data, and pertinent information for hydrologic analysis.
- HEC-RAS model, data, and pertinent information for hydraulic analysis.

Task 6. Stakeholder Engagement and Public Outreach

In coordination with the Agency, Stantec will conduct limited engagement with stakeholders and residents for input on drainage problems and potential areas of synergy and integration through existing venues. The currently identified targets include CPCSD, Cameron Park Country Club (located in the low land of the community below the Cameron Park Lake), and the low development areas north of Green Valley Road. Stantec will also prepare project collaterals including a project fact sheet (up to 2 pages) in the beginning of the project for public outreach and stakeholder engagement, and a project information sheet (up to 4 pages) at the end of the project.

Deliverables:

- Meeting materials and summary (assuming virtual meetings).
- Project collaterals (electronic versions).

Task 7. Drainage Study Report

Stantec will summarize the drainage study including the findings and recommendations in a report that is anticipated to be approximately 20 to 30 pages in length, with additional appendices of supporting

March 1, 2023
Mr. Kenneth Payne
Page 4 of 4

Reference: Letter Proposal for Technical Support for Cameron Park Drainage System Improvement

information. Based on the identified problems and opportunities from the H&H analysis, Stantec will develop up to 8 potential multi-benefit projects for drainage improvements. The report will explore these areas and compare them with known ground flooding areas. An improvement concept will be developed for each of the identified areas and include high level cost estimates and recommended project prioritization. Examples of improvements include upgraded crossings (e.g., culverts), channel maintenance, and increasing capacity of existing stormwater pond infrastructure. Ongoing operation and maintenance will be included as a project recommendation and will specify anticipated permitting requirements.

The development of the report will be in parallel with the implementation of other tasks under this TO for efficiency. Stantec will develop the report in close coordination with the Agency to ensure its proper utility and adhere to the requirements.

Deliverables:

- Draft Drainage Study Report with appendices.
- Final Drainage Study Report with appendices.
- 8 1-page fact sheets for recommended flood mitigation projects.

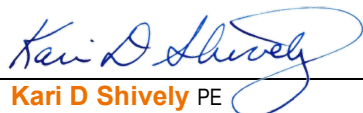
Schedule and Budget

This TO will have a period of performance from the Notice to Proceed through June 30, 2023, and a total not-to-exceed amount of \$183,150.00.

Please feel free to contact me at (916) 418-8405 if you have any questions. We look forward to working with you on this important task.

Regards,

Stantec Consulting Services Inc.



Kari D Shively PE
Senior Vice President
Phone: (916) 801-5094
kari.shively@stantec.com

**MEMORANDUM OF AGREEMENT
BETWEEN EL DORADO COUNTY WATER AGENCY AND
CAMERON PARK COMMUNITY SERVICES DISTRICT**

This **MEMORANDUM OF AGREEMENT** (MOA) is made and entered by and between the El Dorado County Water Agency, a public agency whose principal place of business is 1107 Investment Blvd., Suite 240, El Dorado Hills, California 95762 (hereinafter referred to as "Water Agency") and the Cameron Park Community Services District, a California community services district whose principal place of business is 2502 Country Club Drive, Cameron Park, California 95682 (hereinafter referred to as "District").

RECITALS

WHEREAS, the Water Agency is a countywide special district created by the California Legislature in 1959 for the conservation, development, control, and use of water, including stormwater, for the public good and for the protection of life and property within El Dorado County;

WHEREAS, the District is a community services district created in 1997 with one of its purposes and powers includes the management of storm water for the district and its inhabitants;

WHEREAS, El Dorado County experienced severe winter storms in December 2022 and January 2023 which has been declared a federal disaster, and Cameron Park was one community that experienced evacuations and flooded homes and roads from significant stormwater flooding;

WHEREAS, the District has authority to manage stormwaters within their boundaries and has asked the Water Agency for support for long-term planning efforts to identify drainage patterns and potential management improvements to protect residents, businesses and their properties from stormwater drainage problems;

WHEREAS, the Water Agency and other county partners developed the West Slope Stormwater Resources Plan (SWRP) in 2016 that identified further needed studies in the Cameron Park;

WHEREAS, the Water Agency and District desire to work cooperatively to further study stormwater runoff and drainage issues and opportunities for managing stormwater within Cameron Park and the Deer Creek watershed;

WHEREAS, the Water Agency and District has found that a public benefit is derived from cooperating in conducting a drainage assessment of the stormwater runoff within the District related to Deer Creek watershed;

WHEREAS, the Water Agency and District desire to fund a Cameron Park Drainage System Improvement Study ("Study") to perform a drainage study and evaluate drainage locations

and stormwater patterns to identify potential solutions for improving local drainage and reducing the occurrence of floods.

NOW THEREFORE, the parties do hereby agree as follows:

- 1. Project Summary.** The Water Agency and District shall fund the Study, a drainage assessment within Cameron Park in the Deer Creek watershed assess drainage issues and identify opportunities for managing stormwater. The foundational purpose of this project is to identify solutions for improving the local drainage, reducing the occurrence of floods, and managing stormwater to improve and enhance the local conditions and protection property and people within the watershed.
- 2. Study.** The Water Agency shall manage and complete the Study and provide updates and the final Study report to District. The Agency anticipates completion of the Study report by late September 2023, and will provide a copy of the completed Study report to District as soon as complete.
- 3. Payment of Funds.** The District shall provide a cost share payment to Water Agency to contribute to the cost of completing the Study by Water Agency in the amount of twenty thousand dollars (\$20,000). District shall make payment to Water Agency by June 30, 2023, to support the funding the completion of the Study by Water Agency.
- 4. Term.** This MOA shall become effective when fully executed by the parties hereto and shall expire on June 30, 2024.
- 5. Termination.** Either party may terminate this MOA upon thirty (30) days written notice to the other.
- 6. Notice to Parties:** All notices to be given by the parties hereto shall be in writing and served by depositing same in the United States Post Office, postage prepaid and return receipt requested.

Notices to District shall be addressed as follows:

Cameron Park CSD
General Manager
2502 Country Club Drive
Cameron Park, CA 95682

Attn.: André Pichly

or to such other location as District directs.

Notices to Water Agency shall be addressed as follows:

El Dorado Water Agency
1107 Investment Blvd., Suite 240
El Dorado Hills, California 95762
Attn: Kenneth V. Payne

or to such other location as Water Agency directs.

- 7. **Amendment.** This MOA may be amended only by mutual written agreement. Any such amendment will be consistent with the purpose of this MOA.
- 8. **Authorized Signatures.** The parties to this MOA represent that the undersigned individuals executing this MOA on their respective behalf are fully authorized to do so by law or other appropriate instrument and to bind upon said parties to the obligations set forth herein.
- 9. **Venue.** Any dispute resolution action arising out of this MOA shall be brought in El Dorado County, and shall be resolved in accordance with the laws of the State of California
- 10. **Entire Agreement.** This document and any documents referred to herein or exhibits hereto are the entire Agreement between the parties and they incorporate or supersede all prior written or oral Agreements or understanding.

El Dorado County Water Agency:

By: _____
Kenneth V. Payne
General Manager
"Water Agency"

Dated: _____

Cameron Park Community Services District:

By: _____
André Pichly
General Manager
"District"

Dated: _____



Agenda Transmittal

DATE: April 11, 2023

FROM: Mike Grassle, Parks & Facilities Superintendent

AGENDA ITEM # 7: SURPLUS 1996 FORD BRONCO

RECOMMENDED ACTION: Discuss, Endorse, and Forward to the Board of Directors

Introduction and Discussion

The District purchased a 2008 Ford Ranger from Department of Transportation on January 24, 2023. The District is in need of replacing Parks & Facilities SUV vehicles for pick-up trucks. The SUV's provide limited use for Parks staff. Once the Ford Bronco is sold the district still has two additional Ford Expeditions that need to be replaced.

Fiscal Impact

The District paid \$6,000 for the 2008 Ford Ranger. The district will reach out to several auction houses to surplus the 1996 Ford Bronco. The Kelly Blue Book lists the Ford Bronco at between \$6,000 - \$7,500. Once the Ford Bronco is sold, those funds will be reallocated back to the Facilities division budget to help recover the cost of the Ford Ranger.

Policy

Policy Title: Disposal of Surplus Personal Property; Policy Number 3085.1.2

Property in Excess of \$5,000.00 in Value. The Board of Directors may sell at public auction any personal property or equipment with a value in excess of \$5,000.00 to the highest bidder for cash if it is surplus personal property belonging to the District and not required for public use. Such sale shall require a majority vote by the Board of Directors. Notice of the sale shall be given for five (5) days prior to the date of sale by publication in a newspaper published within the jurisdiction of the District. Proceeds of the sale shall be paid into the District depository for the use by the District.

Recommendation

Staff recommends that the Budget & Administrative Committee endorse the sale of the Ford Bronco, and forward this item to the Board of Director's for approval at the next Board meeting.

Attachment

7a – Policy 3085: Disposal of Surplus Personal Property

Cameron Park Community Services District

POLICY HANDBOOK

POLICY TITLE: Disposal of Surplus Personal Property
POLICY NUMBER: 3085

3085.1 Personal Property – DESCRIPTION

- (1) Personal Property Under \$4,999.99 in Value. When personal property or other equipment of the District has been determined to no longer be of use to the District and does not exceed the value of \$5,000.00, the General Manager may solicit and accept trade-in allowances on the replacement equipment or personal property without advertising for offers. As an alternative, the General Manager may sell the personal property at private sale without advertising upon approval by the Board. Any proceeds received by the District from the sale of equipment or personal property shall be deposited into the District's depository for use by the District.
- (2) Property in Excess of \$5,000.00 in Value. The Board of Directors may sell at public auction any personal property or equipment with a value in excess of \$5,000.00 to the highest bidder for cash if it is surplus personal property belonging to the District and not required for public use. Such sale shall require a majority vote by the Board of Directors. Notice of the sale shall be given for five (5) days prior to the date of sale by publication in a newspaper published within the jurisdiction of the District. Proceeds of the sale shall be paid into the District depository for the use by the District.

3085.2 Sale of Surplus Real Estate:

Sale of surplus real property sales shall be in conformity with the Government Code §§ 54220-54233

3085.2.1 Board takes action to declare property surplus and authorizes District staff to obtain appraisal.

3085.2.2 Property is offered to public agencies at the appraised price. (State law requires that public agencies have the opportunity to purchase property prior to advertisement to the general public.) Public agencies shall have 60 days to notify the disposing agency of intent to purchase or lease land

3085.2.2.1 The District will notify these specific agencies

1. El Dorado County Parks and Trails
2. California Department of Parks and Recreation
3. Rescue Unified School District, Buckeye Unified School District,
4. El Dorado County Public Housing Authority
5. California Department of Housing and Community Development

3085.2.2.2 If a timely bid or offer to purchase the surplus property is received from a public agency receiving notice, the District shall negotiate price and terms of purchase with such public agency for a period of not less than 90 days. If timely bids or offers to purchase are received from more than one public agency receiving such notice, the District shall adhere to the priorities specified in Government Code sections 54220-54233 in negotiating with such public agencies. If negotiations are unsuccessful, the District may dispose of the surplus property as specified in this policy without further regard to Sections 54220-54233.

3085.2.3 If no offer to purchase the property is received from a public agency required to receive notice, the District shall publish a Notice Inviting Bids for Purchase of Surplus Real Property in the newspaper requesting that sealed bids for purchase of the surplus property be submitted by the public to the District for consideration within a time period specified in such Notice.

3085.2.4 If sealed bids are received by the District from the public within the time specified in the Notice Inviting Bids, the Board may take action at the next regular Board Meeting to accept or reject the highest offer received. If the price or terms cannot be agreed upon after a good faith negotiation period, the land may be disposed by means of private sale.

3085.2.5 If the Board fails to negotiate a sale of the surplus property with the highest bidder, notice of that fact and the continued availability of the surplus property for sale shall be sent to each member of the public submitting a sealed bid or offer to purchase the property.