

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



**Covenants, Conditions & Restrictions (CC&R) Committee
Meeting
Monday, March 3rd, 2025
5:30 p.m.**

Cameron Park Community Center – Social Room

**2502 Country Club Drive
Cameron Park, CA 95682**

Agenda

Members: Bob Dutta (BD), Katie Gilchrest (KG), Tim Israel (TI), Candace Hill Calvert (CHC),
Terry Eastwood (TE)
Alternate: Sid Bazett (SB)

Staff: CC&R Compliance Officer Jim Mog, Interim General Manager Maurice Johnson

CALL TO ORDER

ROLL CALL

Public testimony will be received on each agenda item as it is called. The 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.

1. APPROVAL OF AGENDA

2. APPROVAL OF CONFORMED AGENDA

- a. Conformed Agenda – CC&R Meeting – February 3rd, 2025

OPEN FORUM

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

DEPARTMENT MATTERS

3. Nomination of Committee Chair and Vice Chair

4. Monthly Staff Report

- a. Open Violations, CC&R Violation Manager Case Detail Report (written report attached 4a)
 - Total Cases Open = 48
 - Courtesy Notices – 17
 - Initial Notices – 7
 - Final Notices – 4
 - Pre-legal Notices – 1
 - Referred to Legal – 0
 - Continue to Monitor - 13
 - February Cleared Cases – 11
 - February New Cases – 20

- b. Architectural Review Projects – Period – February 2025
 - Projects Reviewed – 11
 - Projects Approved – 11

Summary of ARC Projects:

- Roofs – 3
- Solar – 1
- Tree Removals – 0
- Fences – 1
- New Home Const. – 1
- ADU/JADU – 0
- Swimming Pool – 2
- Exterior House Paint – 0
- Carport – 0
- Deck – 1
- Exterior Renovation/Room Addition – 0
- Siding Replacement – 1
- Detached Garage – 0
- Gazebo/Pergola/Patio Cover – 1
- Storage Shed – 0
- Retaining Wall – 0

5. 2025 CC&R Department Work Plan (Attachment 5a)

6. Items for Future CC&R Committee Agendas

7. Items to be taken to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF:

ADJOURNMENT:

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



**Covenants, Conditions & Restrictions (CC&R) Committee
Meeting
Monday, February 3rd, 2025
5:30 p.m.**

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

CONFORMED AGENDA

Members: Bob Dutta (BD), Katie Gilchrest (KG), Tim Israel (TI), Candace Hill Calvert (CHC),
Terry Eastwood (TE)
Alternate: Sid Bazett (SB)

Staff: CC&R Compliance Officer Jim Mog, Interim General Manager Maurice Johson

CALL TO ORDER - 5:33 PM

ROLL CALL – BD/KG/TI/CHC – TE Absent – JM Staff

Public testimony will be received on each agenda item as it is called. The 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.

- 1. APPROVAL OF AGENDA – Approved 4-0**
- 2. APPROVAL OF CONFORMED AGENDA – Approved 4-0**
 - a. Conformed Agenda – CC&R Meeting – January 6th, 2025

OPEN FORUM

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

DEPARTMENT MATTERS

3. Nomination of Committee Chair and Vice Chair – *Moved to March Meeting*

4. **Welcome Back and Tutorial about the role of CC&R Committee members.** – *Presentation by CC&R Officer – CC&R Handbook Handout requested by Director Isreal to add CC&R Handbook to minutes. (Handout attachment 4a)*

5. Monthly Staff Report

- a. Open Violations, CC&R Violation Manager Case Detail Report (written report)
 - o Total Cases Open = 36
 - Courtesy Notices – 8
 - Initial Notices – 6
 - Final Notices – 4
 - Pre-legal Notices – 2
 - Referred to Legal – 1
 - o December Cleared Cases – 4
 - o December New Cases – 5

- b. Architectural Review Projects – Period – ~~December~~ January 2024
 - o Projects Reviewed – 19
 - o Projects Approved – 19

Summary of ARC Projects:

- o Roofs – 9
- o Solar – 1
- o Tree Removals – 0
- o Fences – 2
- o New Home Const. – 0
- o ADU/JADU – 0
- o Swimming Pool – 3
- o Exterior House Paint – 0
- o Carport – 0
- o Deck – 2
- o Exterior Renovation/Room Addition – 0
- o Siding Replacement – 0
- o Detached Garage – 1
- o Gazebo/Pergola/Patio Cover – 0
- o Storage Shed – 0
- o Retaining Wall – 1

6. Pre-legal/Council Pre-legal Request – Committee Action Required

- a. **CCR20-1053 – 3589 Castlebrook Rd.** – Case has been re-opened for the same trailer violation. The homeowner was at the last meeting in which they were served pre-legal notice from the CSD. The committee reviewed the process of violations with the owner

that violations do not reset after abatement, but that they will re-open if the same violation appears. The owner understood this, cleared the violation for several months. The trailers came back during the Thanksgiving and Christmas holidays and have remained in the frontage since those holidays. Staff is requesting one of the two actions available.

1. Send an additional CSD pre-legal notice with the approval to move to Counsels pre-legal notice if not abated.
2. Move directly to the Counsels pre-legal notice as described to the homeowner at the last pre-legal hearing the owner attended.
 - *Committee approved pre-legal to be resent to homeowner with Council pre-legal to follow if abatement timeline is not met.*

7. Items for Future CC&R Committee Agendas – *Director Isreal requested work plan from CC&R officer due to downsizing.*

8. Items to be taken to the Board of Directors – *Board President to acknowledge CC&R community member committee assignments for 2025.*

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF: - *None*

ADJOURNMENT: - *6:20 PM*

Jim Mog
CC&R Officer

Chair Director Bob Dutta or V. Chair Sid Bazzett
CC&R Committee

CC&R Violation Manager Case Detail Report

Case#	Status	Violation(s)	#	Street Name		Open Date
CCR25-1016	Courtesy Notice Sent	Cambridge Oaks Unit 2 - Part A Residential Area Covenants - A-15. Automobile, Boat and Trailer Storage - Open	4820	CANFIELD	Cir	2/25/2025
CCR25-1015	Courtesy Notice Sent	Cambridge Oaks Unit 2 - Part A Residential Area Covenants - A-15. Automobile, Boat and Trailer Storage - Open	4264	CRAZY HORSE	Rd	2/25/2025
CCR25-1014	Courtesy Notice Sent	Cameron Park North Unit No. 1 - Improperly Stored Vehicle - Open	3321	HACIENDA	Rd	2/25/2025
CCR25-1013	Courtesy Notice Sent	Cameron Park North Unit No. 1 - Inappropriately stored materials - Open	3822	DE SABLA	Rd	2/24/2025
CCR25-1012	Courtesy Notice Sent	Cameron Park North Unit No. 1 - Improperly Stored Vehicle - Open	3811	DE SABLA	Rd	2/24/2025
CCR25-1011	Courtesy Notice Sent	Bar J Ranch Unit 9 - Vehicle Parking	4111	TRINIDAD	Dr	2/10/2025
CCR25-1010	Courtesy Notice Sent	Bar J Ranch Unit 9 - Vehicle Parking	4123	TRINIDAD	Dr	2/10/2025
CCR25-1003	Courtesy Notice Sent	Bar J Ranch Unit 2 - 17. Vehicles Bar J Ranch Unit 2 - Vehicles - Open	4750	CASTANA	Dr	2/6/2025
CCR25-1000	Courtesy Notice Sent	Bar J Ranch Unit 7 - Vehicle Parking	3634	COVELLO	Cir	1/16/2025
CCR24-1072	Courtesy Notice Sent	Eastwood Park Unit 1 - Article 4. Architectural Control Committee - 4.02 Approval Required - Open	3230	VELD	Way	11/22/2024
CCR24-1061	Courtesy Notice Sent	Cameron Park North Unit No. 2 - Clause 6 - Open	3051	CEDARHURST	Ct	8/12/2024
CCR24-1058	Courtesy Notice Sent	Cameron Park North Unit No. 2 - Clause 3 Architectural Review Required - Open	3780	CAMBRIDGE	Rd	7/22/2024
CCR24-1057	Courtesy Notice Sent	Cameron Park North Unit No. 7 - Animals - Open	2880	CORNADA	Ct	7/16/2024
CCR24-1040	Courtesy Notice Sent	Cameron Park Unit No. 11 - Article III Property Use Restrictions - Section 5. Household Pets - Open	2592	ROYAL PARK	Dr	5/13/2024
CCR24-1027	Courtesy Notice Sent	Cameron Park North Unit No. 2 - Vehicle Parking and Storage - Open	2844	OSBORNE	Rd	4/22/2024
CCR24-1019	Courtesy Notice Sent	Cameron Park N. Unit 8 - Clause 11 - Vehicle Parking Restrictions - Open	3062	ESTEPA	Dr	2/26/2024
CCR19-1049	Courtesy Notice Sent	Cambridge Oaks Unit No. 3 - Vehicle Storage Closed Cambridge Oaks Unit No. 2 - Vehicle Storage Open	4237	CRAZY HORSE	Rd	6/3/2019
CCR24-1053	Final Notice Sent	Cameron Park North Unit No. 2 - Improperly Stored Materials - Open	3820	CHELSEA	Rd	6/26/2024

CCR23-1074	Final Notice Sent	Cameron Park North Unit No. 2 - Vehicle Parking and Storage - Open	3600	MILLBRAE	Rd	10/4/2023
CCR23-1059	Final Notice Sent	Cameron Park North Unit No. 3 - Vehicle Restrictions - Open	3801	SHERIDAN	Rd	8/28/2023
CCR22-1098	Final Notice Sent	The Highlands Unit No. 6 - CLAUSE 4.e) Building Regulations - Vehicles - Open	3050	ROYCE	Dr	11/4/2022
CCR25-1001	Initial Notice Sent	Cameron Park North Unit No. 1 - Improperly Stored Vehicle - Open	3240	COUNTRY CLUB	Dr	1/28/2025
CCR24-1065	Initial Notice Sent	Airpark Estates - Recreational Vehicle Parking Restrictions - Open Airpark Estates - Improperly stored Materials - Open Airpark Estates Cameron Park North Unit #5 - section 9 - Illegal Livestock - Open	3291	FAIRWAY	Dr	9/10/2024
CCR24-1004	Initial Notice Sent	Cameron Park Unit No. 11 - Improperly Stored Vehicle - Open Cameron Park Unit No. 11 - Article III Property Use Restrictions - Section 9. Storage - Closed Cameron Park Unit No. 11 - Article IV Architectural Control - Section 1. Approval of Architectural Improvements - Open	2789	WAVERLY	Dr	1/30/2024
CCR24-1000	Initial Notice Sent	Cameron Park North Unit No. 1 - Prohibited animals kept at property - Open	3364	HACIENDA	Rd	1/9/2024
CCR23-1078	Initial Notice Sent	Cameron Park Unit No. 12 - Section 11: Improperly stored materials - Open Cameron Park Unit No. 12 - Section 10. - Open	2524	SANDPIPER	Way	10/18/2023
CCR23-1061	Initial Notice Sent	The Highlands Unit No. 1 - CLAUSE 4.f) Trailer and Recreational Vehicle Storage - Open	2539	STARBUCK	Rd	8/29/2023
CCR22-1039	Initial Notice Sent	Cameron Woods Unit No. 1 - Offensive Conduct and Nuisances - Open	3185	PERLETT	Dr	6/14/2022
CCR23-1076	Pre-legal Notice Sent	Cameron Park North Unit No. 2 - Vehicle Parking and Storage - Open	3605	MILLBRAE	Rd	10/4/2023

Number of Cases: 48

CC&R Violation Manager Case Detail Report

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Agenda Transmittal

DATE: March 3rd, 2025

FROM: Maurice Johnson - Interim General Manager
Jim Mog, CC&R Compliance Officer

AGENDA ITEM # 5A: 2025 CC&R WORK PLAN

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

Introduction

The CC&R Officer has developed a work plan for the 2025 calendar year. Each Department works with their respective staff to develop the Work Plan objectives that can be brought to the Board of Directors for their consideration and approval.

Recommended 2025 Work Plan Goals for CC&R

1. Neighborhood Campaigns

Neighborhood campaigns have proven to be a great practice for education of the neighborhood CC&Rs. Staff completes a full neighborhood inspection to identify the most common violations. These addresses receive a standard courtesy notice explaining the CC&Rs and what can be done to abate any violations observed on the property prior to any violation notices are sent to that address.

Neighborhood Campaigns to be Completed:

- Cameron Park #6, # 11, #12, & #8.
- Cameron Woods #1, #4, #5, #6, & #7
- Cameron Ridge #1 & #2
- Eastwood Park #1, #2, #3 & #5
- Cameron Valley Estates #1,#2 & #3

2. ARC Site Assistance

In 2024 the CC&R staff practiced assisting residents with their ARC projects by scheduling visits with homeowners to review their project ideas. This helps the residents understand the allowances and restrictions when planning their projects to be in compliance with the CC&Rs. We have noticed that this practice along with the neighborhood campaigns have increased our ARC project submittals throughout the district. Staff will continue this appointment-based process.

3. Newsletters and Areas of Awareness

Monthly Newsletters is one of the CSDs main resources for community announcements. The CC&R staff will be compiling a standard set of seasonal messaging to be used in these newsletters. These messages will be specific to the time of year and they will be educationally driven. They will include but will not be limited to, Wet Weather, Curb Appeal, Recreational Items, ARC Requirements etc.

4. Complaint Driven Inspections

Complaint driven inspections will continue. Complaints received are inspected by the CC&R office to determine if a violation exists. These complaints are logged and confirmed or denied. If confirmed, violation notices are sent out. It should be noted that inspections completed by way of complaint includes inspecting the remainder of the street for the same violation type at other addresses. This is to ensure a thorough inspection of the complaint area.

Background

In 2023 the Board of Directors recommended that each Committee work with staff to identify 2 to 3 goals that can be reasonably achieved with a high degree of confidence. Using the goal development approach of S.M.A.R.T (Specific, Measurable, Achievable, Relevant, and Timely) is the suggested approach for both Committee members and staff to consider. It should be noted that some S.M.A.R.T. approaches use Realistic instead of Relevant.

Recommendation

Staff recommends that the CC&R Committee consider the 2025 Work Plan Goals, and forward for the Board of Directors.