

**Board of Directors Meeting**  
**Cameron Park Community Services District**  
**2502 Country Club Drive, Cameron Park, California**



**Wednesday, March 15, 2017**

**5:30 p.m. Closed Session**  
**Board will convene into Closed Session**  
**after Public Comment**  
**6:30 p.m. Regular Meeting**

Board of Directors

SCOTT MC NEIL(SM), President

HOLLY MORRISON (HM), Vice-President

Directors: AMY BLACKMON (AB), MARGARET MOHR (MM), GREG STANTON (GS)

**CALL TO ORDER**

**ROLL CALL**

**PUBLIC COMMENT**

At this time, members of the public may speak on any closed session agenda item.

*Closed Sessions may be called as necessary for personnel, litigation, and labor relations or to meet the negotiator prior to the purchase, sale, exchange or lease of real property. Members of the public may address the Board prior to closing the meeting.*

**CONVENE TO CLOSED SESSION**

The Board will recess to Closed Session to discuss the following items:

- Pursuant to California Government Code §54954  
Discuss Real Property: County of El Dorado Assessor's Parcel Number (APN) 116-301-12, approximately 5.36 acres located on Green Valley Road in Cameron Park, El Dorado County, California  
Agency Negotiator: General Manager Mary Cahill  
Negotiating Party: Cushman Wafefield
- Pursuant to California Government Code §54954  
Discuss Real Property: Starbuck Road property, APN 102-108-100, located at the corner of Starbuck Road and Dunbar Road, Cameron Park, El Dorado County, California, approximately .94 acres
- Pursuant to California Government Code §54954  
Discuss Real Property: 3301 Spill Way, APN 082-561-04-100, Cameron Park, El Dorado County, California, approximately .305 acres
- "Labor Negotiations" Government Code Section 54957.6.

**RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION**

Pursuant to Government Code §54957.1, the legislative body of any local agency shall publicly report any action taken in closed session and the vote or abstention of every member present thereon.

**PLEDGE OF ALLEGIANCE**

**ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR**

Board members, staff and members of the public may request an item be pulled from the Consent Calendar for discussion. The Board will make any necessary additions, deletions, or corrections to the Agenda, determine matters to be added to or removed from the Consent Calendar, and with one motion adopt the Agenda and approve the Consent Calendar.

## **MOMENT OF RECOGNITION**

This allotted time provides an opportunity for the Board of Directors to express appreciation to members of the community, District staff, or the Board for extra efforts as volunteers, committee members or community-minded citizens.

## **PRESENTATION**

This allotted time provides an opportunity for the Board of Directors to receive guest speakers who have been invited to present items to the Board that are of interest to the District.

## **OPEN FORUM**

At this time, members of the public may speak on any item not on the agenda that falls within the jurisdiction of the Board of Directors. Comment during the Open Forum is limited to four minutes per person. Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes except with the consent of the Board, individuals shall be allowed to speak on an item only once. The Board reserves the right to waive said rules by a majority vote. For the public's information, we are now taking email requests for future notification of Community Services District meetings.

## **BEGINNING OF CONSENT CALENDAR**

### **1. APPROVAL OF DRAFT CONFORMED AGENDAS**

- a. Board of Directors' Regular Meeting, February 15, 2017
- b. Board of Directors' Special Meeting, February 23, 2017

### **2. STAFF REPORTS**

- a. General Manager's Report
- b. Fire Department Report
- c. Recreation Department Report
- d. Parks Department Report

### **3. FINANCIAL REPORTS**

- a. Preliminary Financial Report
- b. Check Register
- c. General Manager's Credit Card Activity

## **END OF CONSENT CALENDAR**

## **DEPARTMENT MATTERS**

For Purposes of the Brown Act §54954.2 (a), the numbered items on this Agenda provide a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.

### **4. ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION**

### **5. FISCAL YEAR 2016/17 PROJECT UPDATES**

*Recommended Action:* Receive and File

### **6. FISCAL YEAR 2017/18 BUDGET PROCESS KEY DATES**

*Recommended Action:* Receive, Discuss and Action as Appropriate

### **7. RESOLUTION NO. 2017-02 DIRECTING AUTHORITY OF EL DORADO COUNTY TO LEVY AND COLLECT ASSESSMENTS FOR THE FISCAL YEAR 2017/18**

*Recommended Action:* Receive, Discuss and Adopt Resolution No. 2017-02 with Board Poll Vote

### **8. REPLACEMENT OF EVERGREEN TREE AT CHRISTA MCAULIFFE PARK**

*Recommended Action:* Receive, Discuss and Approve Paying One-third of the Cost for the Tree Purchase and Installation, not to exceed \$5,000 Total Cost

**9. SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) BOARD OF DIRECTORS ELECTION**

*Recommended Action:* Receive, Discuss and Action as Appropriate

**10. AMBASSADORS FOR CAMERON PARK LAKE**

*Recommended Action:* Receive, Discuss and Action as Appropriate

**11. REPORT BACK ITEMS TO THE BOARD OF DIRECTORS**

**12. MATTERS TO AND FROM DIRECTORS**

At this time, the Board and staff are provided the opportunity to speak on various issues. Direction by the President may be given; however, no action may be taken unless the Board agrees to include the matter on a subsequent agenda.

- a. **LAFCO** – Director Morrison

**13. COMMITTEE REPORTS**

- a. **Budget and Administration** – Chair Director Stanton, Vice Chair Director Blackmon and Alternate Director Morrison
- b. **CC&Rs** – Chair Director Morrison, Director McNeil and Alternate Director Mohr
- c. **Fire and Emergency Services** – Chair Director Morrison, Vice Chair Director McNeil and Alternate Director Blackmon
- d. **Parks and Recreation** – Chair Director Blackmon, Vice Chair Director Mohr and Alternate Director Morrison

**ADJOURNMENT**

An AGENDA in FINAL FORM is located in the Reception area in the District Office as well as each of the Cameron Park Fire Stations. Additionally, a copy of the FINAL AGENDA is available on the District's website at [www.cameronpark.org](http://www.cameronpark.org). Support material is available for public inspection at the receptionist counter in the District Office. Sessions of the Board of Directors may be recorded and members of the audience are asked to give their name and address before addressing the Board.

Any written document that relates to an agenda item for an open session of a regular meeting of the Board of Directors of the District which is distributed less than 72 hours prior to the meeting shall be made available for public inspection at the same time the writing is distributed to all, or a majority of all, of the members of the Board of Directors of the District. Such written documents will be made available at the District Offices located at 2502 Country Club Drive, Cameron Park, CA 95682.

Such writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C. § 12132) and the Federal Rules and Regulations adopted in implementation thereof.

*A person with a disability who requires a modification or accommodation in order to participate in a public meeting of the Board of Directors may, five (5) days prior to the date scheduled for a regular meeting of the Board of Directors, contact the District Office at 2502 Country Club Drive, Cameron Park, CA 95682, phone number: (530) 677-2231 to request a disability related modification or accommodation in order to attend the meeting, or to request auxiliary aids or services in order to enable such person to understand the proceedings at such meeting.*

Board of Directors Meeting  
Cameron Park Community Services District  
2502 Country Club Drive, Cameron Park, California



Wednesday, February 15, 2017 6:30 p.m. Regular Meeting

Board of Directors

SCOTT MC NEIL(SM), President  
HOLLY MORRISON (HM), Vice-President  
Directors: AMY BLACKMON (AB), MARGARET MOHR (MM), GREG STANTON (GS)

CALL TO ORDER – 6:30 p.m.

ROLL CALL – SM, HM, AB, MM GS was absent

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR

Board members, staff and members of the public may request an item be pulled from the Consent Calendar for discussion. The Board will make any necessary additions, deletions, or corrections to the Agenda, determine matters to be added to or removed from the Consent Calendar, and with one motion adopt the Agenda and approve the Consent Calendar.

*Motion to adopt the Agenda and approve the Consent Calendar with the following revisions:*

- *Defer item #9 to possibly a special meeting next week*
- *Move item #11 to #7*

*AB/MM - Motion passed  
Ayes – SM, HM, AB, MM  
Noes – None  
Absent – GS  
Public Comment - None*

MOMENT OF RECOGNITION

This allotted time provides an opportunity for the Board of Directors to express appreciation to members of the community, District staff, or the Board for extra efforts as volunteers, committee members or community-minded citizens.

*Director McNeil recognized those who have worked on the Senior Nutrition Lunch Program – volunteers, Cameron Park Community Services District Board and staff, El Dorado County employees and El Dorado County Supervisor Shiva Frentzen.*

PRESENTATION

This allotted time provides an opportunity for the Board of Directors to receive guest speakers who have been invited to present items to the Board that are of interest to the District.

- PG&E Presentation – LED Light Replacement Update - Kristen Silva

OPEN FORUM

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*None*

**BEGINNING OF CONSENT CALENDAR**

- 1. **APPROVAL OF DRAFT CONFORMED AGENDAS**
  - a. Budget and Administration Committee Meeting, January 10, 2017
  - b. Board of Directors’ Regular Meeting, January 18, 2017
  - c. Board of Directors’ Special Meeting, January 31, 2017
- 2. **STAFF REPORTS**
  - a. General Manager’s Report
  - b. Fire Department Report
  - c. Recreation Department Report
  - d. Parks Department Report
- 3. **FINANCIAL REPORTS**
  - a. Preliminary Financial Report
  - b. Check Register
  - c. General Manager’s Credit Card Activity
- 4. **CC&R VIOLATION AT 3721 LOS SANTOS DRIVE**  
*Recommended Action:* Receive and Approve Referral to Legal Counsel
- 5. **CC&R VIOLATION AT 512 DONELL COURT**  
*Recommended Action:* Receive and Approve Referral to Legal Counsel

**END OF CONSENT CALENDAR**

**DEPARTMENT MATTERS**

For Purposes of the Brown Act §54954.2 (a), the numbered items on this Agenda provide a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.

6. **ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION**

- 447. **REVENUE ENHANCEMENT AD HOC COMMITTEE**  
*Recommended Action:* Receive, Discuss and Action as Appropriate

*No action*

78. **NOMINATION OF BOARD MEMBER(S) TO THE EL DORADO LOCAL AGENCY FORMATION COMMISSION (LAFCO)**

*Recommended Action:* Review, Discuss and Action as Appropriate

*Motion to nominate Director Holly Morrison for the new special district representative position with the El Dorado Local Agency Formation Commission (LAFCO).*

*AB/SM - Motion passed  
 Ayes – SM, HM, AB, MM  
 Noes – None  
 Absent - GS  
 Public Comment - None*

89. **FISCAL YEAR 2016/17 PROJECT UPDATES**

*Recommended Action:* Receive and File

*No action*

**910. SERVICE STUDY - FIRE**

*Recommended Action:* Receive, Discuss and Action as Appropriate

*Deferred to a special meeting – date to be determined.*

**1011. LEGAL COUNSEL REQUEST FOR PROPOSAL**

*Recommended Action:* Receive, Discuss and Action as Appropriate

*Motion to move forward with a Request for Proposal per staff's recommendation.*

*SM/AB - Motion passed*

*Ayes – SM, HM, AB, MM*

*Noes – None*

*Absent - GS*

*Public Comment – Felicity Wood*

**12. MIDYEAR FINANCIAL REVIEW**

*Recommended Action:* Receive, Discuss and Action as Appropriate

*No action*

**13. REPORT BACK ITEMS TO THE BOARD OF DIRECTORS**

*None*

**14. MATTERS TO AND FROM DIRECTORS**

At this time, the Board and staff are provided the opportunity to speak on various issues. Direction by the President may be given; however, no action may be taken unless the Board agrees to include the matter on a subsequent agenda.

a. **LAFCO** – Director Morrison – *LAFCO did a great job with the ethics training and it was well attended.*

- **SM** – *The crab feed is Saturday.*
- **MM** – *Thanked the Fire Department for assisting with an issue at her house. Also thanked Director Stanton for mentioning her new position. To correct the information – she was appointed by the Governor as the Deputy General Manager in Business Development & Marketing at Cal Expo.*
- **HM** – *Congratulations on the Senior Nutrition Lunch Program and she is excited about the new revenue enhancement ad hoc committee. Thanked staff for keeping the CSD building open and the programs going during the storms. She also thanked the Fire Department for their assistance with an issue at her house and Chief Smith for his direction on the Weed Abatement Program.*

**15. COMMITTEE REPORTS**

a. **Budget and Administration** – Chair Director Stanton, Vice Chair Director Blackmon and Alternate Director Morrison  
*No additional information.*

b. **CC&Rs** – Chair Director Morrison, Director McNeil and Alternate Director Mohr  
*They have some interesting cases and ongoing thank you to CC&R Compliance Office Lyle Eickert.*

c. **Fire and Emergency Services** – Chair Director Morrison, Vice Chair Director McNeil and Alternate Director Blackmon  
*No additional information.*

d. **Parks and Recreation** – Director Blackmon, Director Mohr and Alternate Director Morrison  
*This committee has not met yet this month.*

**ADJOURNMENT** - 7:46 p.m.

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Special Meeting of Board of Directors Meeting  
Cameron Park Community Services District  
2502 Country Club Drive, Cameron Park, California



Thursday, February 23, 2017      6:00 p.m. Special Meeting  
Board will convene into  
Closed Session after Public Comment

Board of Directors  
SCOTT MC NEIL (SM), President  
HOLLY MORRISON (HM), Vice-President  
Directors: AMY BLACKMON (AB), MARGARET MOHR (MM), GREG STANTON (GS)

CALL TO ORDER – 6:00 p.m.

ROLL CALL – SM, HM, AB, MM, GS

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA

Board members, staff and members of the public may request an item be pulled from the Consent Calendar for discussion. The Board will make any necessary additions, deletions, or corrections to the Agenda, determine matters to be added to or removed from the Consent Calendar, and with one motion adopt the Agenda and approve the Consent Calendar.

*Motion to adopt the agenda.*

*GS/AB - Motion passed  
Ayes – SM, HM, AB, MM, GS  
Noes – None  
Abstain – None  
Public Comment - None*

PUBLIC COMMENT

At this time, members of the public may speak on any agenda item.

*Barbara Rogers*

DEPARTMENT MATTERS

For Purposes of the Brown Act §54954.2 (a), the numbered items on this Agenda provide a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.

1. DISCUSSION OF OPTIONS FOR RESPONSE TO THE DRAFT ENVIRONMENTAL IMPACT REPORT FOR THE PONTE PALMERO PROJECT

*Recommended Action:* Receive, Discuss and Action as Appropriate

*No Action*



**2. FINANCE/HUMAN RESOURCES OFFICER PAY SCALE INCREASE**

**Recommended Action:** Receive, Discuss and Approve Pay Scale Increase

*Motion to approve the Finance/Human Resources Officer pay scale increase as recommended by staff.*

*SM/MM - Motion passed*

*Ayes – SM, HM, AB, MM, GS*

*Noes – None*

*Abstain – None*

*Public Comment – Barbara Rogers*

**3. FIRE AD HOC COMMITTEE**

**Recommended Action:** Receive, Discuss and Action as Appropriate

*Motion to nominate Directors Stanton and McNeil to the Fire Ad Hoc Committee.*

*AB/MM - Motion passed*

*Ayes – SM, HM, AB, MM, GS*

*Noes – None*

*Abstain – None*

*Public Comment – Barbara Rogers*

**PUBLIC COMMENT**

At this time, members of the public may speak on any closed session agenda item.

*Closed Sessions may be called as necessary for personnel, litigation, and labor relations or to meet the negotiator prior to the purchase, sale, exchange or lease of real property. Members of the public may address the Board prior to closing the meeting.*

**CONVENE TO CLOSED SESSION** – *Deferred to a later date*

The Board will recess to Closed Session to discuss the following item:

- Pursuant to California Government Code §54954
 

Discuss Real Property:	County of El Dorado Assessor's Parcel Number 116-301-12, approximately 5.36 acres located on Green Valley Road in Cameron Park, El Dorado County, California
Agency Negotiator:	General Manager Mary Cahill
Negotiating Party:	Umpqua Bank

**RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION**

Pursuant to Government Code §54957.1, the legislative body of any local agency shall publicly report any action taken in closed session and the vote or abstention of every member present thereon.

**ADJOURNMENT** – *7:17 p.m.*

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*Cameron Park  
Community Services District*

## Agenda Transmittal

DATE: March 15, 2017

FROM: Mary Cahill, General Manager

AGENDA ITEM #2a: **GENERAL MANAGER'S REPORT**

RECOMMENDED ACTION: Receive and File

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**BUDGET ACCOUNT:** N/A

**BUDGET IMPACT:** N/A

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See report at agenda item #5.

Community/staff meetings include:

Ongoing	Weekly Staff Meetings
February 15	Cameron Park Community Services District (CPCSD) Board of Directors
February 16	CPCSD Parks & Recreation Committee
February 21	El Dorado County Planning Services
February 21	Affair of the Heart
February 22	Shingle Springs/Cameron Park Chamber of Commerce Luncheon
February 22	SactoMoFo Meeting
February 24	Shingle Springs/Cameron Park Chamber of Commerce
February 28	El Dorado County Transportation Committee
March 1-2	California Park & Recreation Society (CPRS) Conference & Expo
March 6	Parks & Recreation Committee
March 7	Gold Country Conference Call
March 7	Budget & Administration Committee
March 7	Fire & Emergency Services Committee
March 9	Public Records Webinar
March 13	Ponderosa High School
March 13	El Dorado Solid Waste Advisory Committee
March 15	CPCSD Board of Directors

**Cameron Park Community Services District**  
**Staff Report – March 2017**

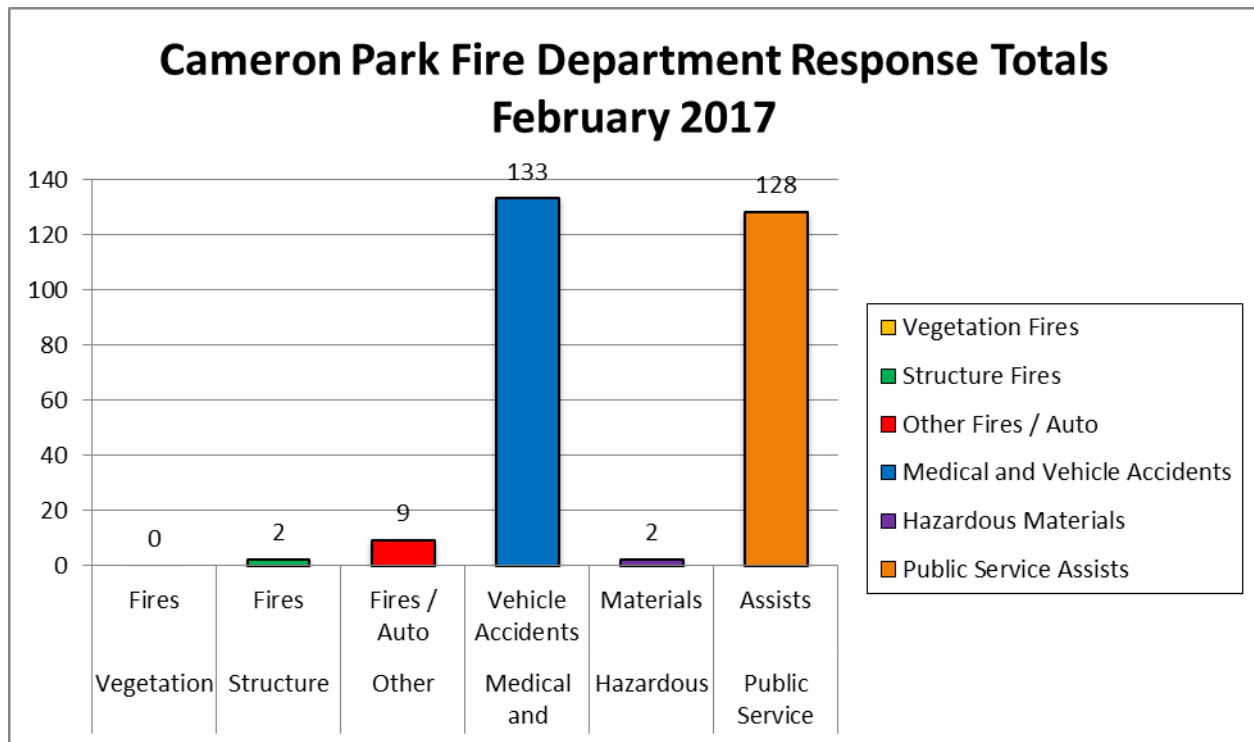
**To:** Board of Directors  
**From:** Bob Counts, Battalion Chief  
**Regarding #2b:** Fire Department Report for the March 15, 2017 - Board Meeting

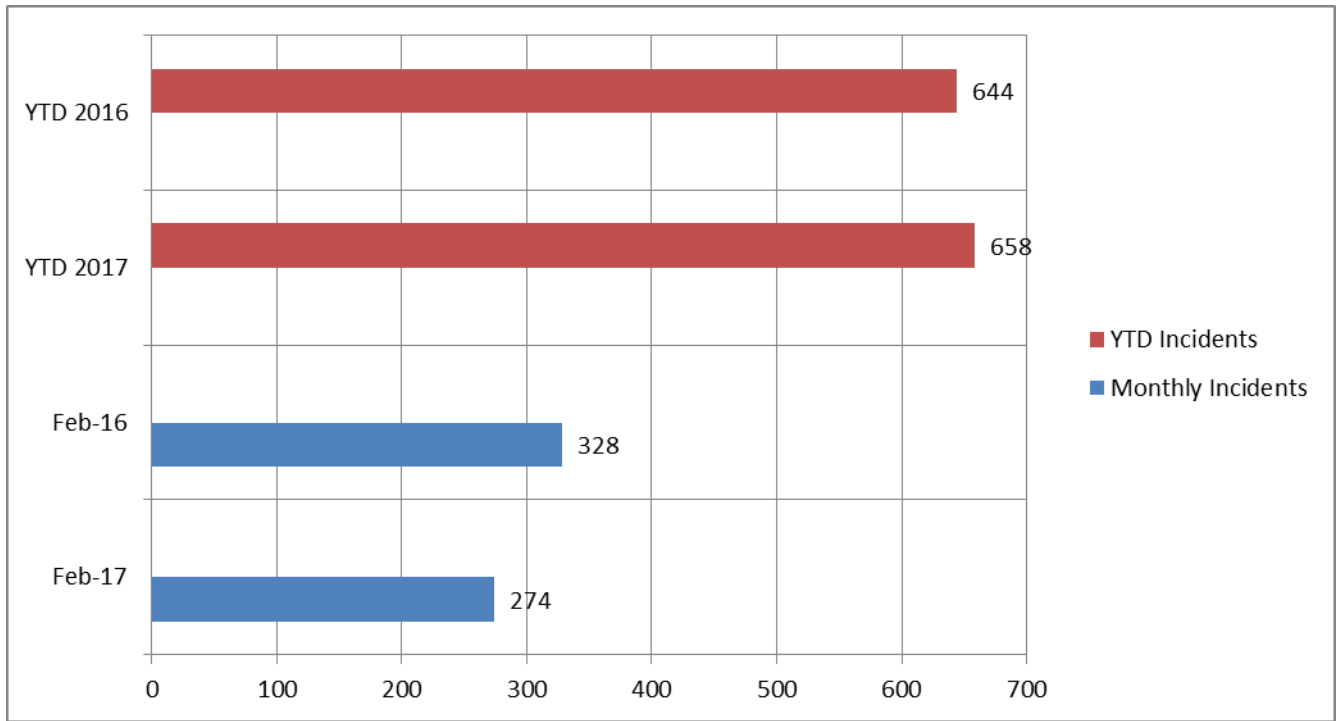
**Recommended Action:** Receive and File

**Incidents for the Month of February 2017:**

<b>Vegetation Fires</b>	<b>Structure Fires</b>	<b>Other Fires / Auto</b>	<b>Medical and Vehicle Accidents</b>	<b>Hazardous Materials</b>	<b>Public Service Assists</b>	<b>Total(s)</b>
<b>0</b>	<b>2</b>	<b>9</b>	<b>133</b>	<b>2</b>	<b>128</b>	<b>274</b>

**Incident Total for Month of February: 274**





as of February 28, 2017

Incidents have decreased by **20%** for the month of February compared to 2016. Total incidents have increased by **2.2%** for the calendar year compared to 2016.

**PUBLIC OUTREACH EVENTS**

The annual Cameron Park Fire Department Crab Feed was held on February 18<sup>th</sup>. The event sold out quickly, as usual, and went off without a hitch.

The Crab Feed is largely planned and carried out by the Cameron Park Fire Resident program, and all proceeds benefit them. The Residents use the money to purchase equipment for the Department and training for its members. The proceeds earned this year will go towards new mask mounted thermal imaging cameras, and drysuits for the fire engines.

The Crab Feed made approximately \$10,000 in profits this year. I would like to thank all who helped out during the event, and all the sponsors for their continued support of Cameron Park Fire Department.



Our next event is the “Fill the Boot for Burns” that benefits the Firefighters Burn Institute. The Firefighters Burn Institute is a non-profit 501(c)(3) organization founded by Sacramento Fire Captain Cliff Haskell and the Sacramento Area Fire Fighters Local 522 in 1973, for the purpose of establishing a local burn treatment facility; providing recovery programs for burn survivors; providing fire and burn prevention through public education; funding education for burn team professionals, firefighters, and burn survivors; and supporting burn treatment and rehabilitation research.

Cameron Park Fire Department will be at the corner of Coach Ln and Cameron Park Drive as well as Cambridge Rd at Merrychase on March 25<sup>th</sup> raising funds for the Pacific Burn Institute.

## **FIRE DEPARTMENT OPERATIONS AND ADMINISTRATION**

### Incidents

There were no incidents of significance during the month of February.

Attached is a letter of appreciation from a resident at Ponte Palmero regarding her recent activation of emergency services where Captain Jonah Winger and Engineer Regina Scriven responded.

### Apparatus

All apparatus are in good working order.

### El Dorado County Fire Chiefs Association

Agenda and minutes from the February 22<sup>nd</sup> El Dorado County Fire Chief’s association are attached.

## **JPA OPERATIONS AND ADMINISTRATION**

### JPA Board of Directors Meeting

Agenda and minutes from the February 22<sup>nd</sup> JPA Board of Directors meeting are attached.

## **FIRE PREVENTION**

The weather has been extremely dynamic lately, high snow levels and strong bands of rain have produced some dangerous situations for us in the foothills, as well as our neighbors up the hill and in the valley. The ground is supersaturated and we need to take care around trees whose root structure may be compromised. Wind storms can easily topple very large trees when this occurs. With warm weather just around the corner we need to begin (if we haven’t already) to work on defensible space for the upcoming summer.

Let us all take the opportunity during the mild weather patterns to do our part and reduce the risk of fire in our community by keeping grass mowed and weeds cut down while they are still green is the safest time so as to not spark a new fire in dry grass. Using the right tool at the right time is also very important. Lawn mowers are designed for grass not over grown fields with hidden rocks and debris that a metal blade can strike and spark a fire. Weed eaters with non-metal cutting heads are the right tool for weed abatement. Nylon cutting heads and string provide the most fire safe option when reducing fuels around your property. Each of us doing our part to reduce wildfire risk fortifies our community as a whole. Remember these quick safety tips when clearing vegetation;

## **Mowing**

Mow before 10 a.m., but never when it's windy or excessively dry. Lawn mowers are designed to mow lawns, not weeds or dry grass.

- \* Metal blades striking rocks can create sparks and start fires. Use caution

## **Spark Arresters**

In wildland areas, spark arresters are required on all portable gasoline-powered equipment. This includes tractors, harvesters, chainsaws, weed eaters and mowers.

- \* Keep the exhaust system, spark arresters and mower in proper working order and free of carbon buildup.

- \* Use the recommended grade of fuel and don't top it off.

## **Equipment Use**

In wildland areas, grinding and welding operations require a permit and 10 feet of clearance. Keep a shovel and a fire extinguisher ready to use.

- \* Don't drive your vehicle onto dry grass or brush. Hot exhaust pipes and mufflers can start fires that you won't even see - until it's too late!

- \* Keep a cell phone nearby and call 911 immediately in case of fire.

## **Environment**

To protect water quality, do not clear vegetation near waterways to bare soil. Vegetation removal can cause soil erosion especially on steep slopes.

- \* Always keep soil disturbance to a minimum.

For more visit [www.readyforwildfire.org](http://www.readyforwildfire.org)

# Prevention Duties- March

## OVERVIEW OF CAMERON PARK WEED AND RUBBISH ABATEMENT

- See March Fire Committee Update Summary.

## ON GOING DEVELOPMENT PROJECTS

- **Bass Lake Estates – 36 lot, single family residential subdivision**  
TAC Letter due Jan 30<sup>th</sup> and TAC Meeting on Feb 6<sup>th</sup>. All road widths, additional fire hydrants, Title 14 Standards approved. Lebeck Young Engineering wants six (6) one-year extensions to this project.
- **Sierra Sunrise – 18 lot, single family residential subdivision**  
Fire Flow Letter has been written for this project
- **Brooks – 1.87 acre single family residential subdivision**  
Fire Flow and TAC Letters has been written for this project. TAC meeting held on October 3<sup>rd</sup> for this project.
- **Cameron Hills – 41 residential lots and 5 lettered lots**  
Plans are in my office for review and a conditions letter will be written shortly.
- **Rancho Tierra – ~~69~~ 86 Lot Residential Subdivision**  
Wrote Fire Flow Letter for this project. Request to revise subdivision letter to have this project contain 86 individual residential lots.
- **Possible Subdivision off of Green Valley – 42 New Residential Lots (Cameron Ridge)**  
TAC Letter written, awaiting TAC meeting date.
- **Creekside Apartment Complex – 24 units, 3 commercial buildings with offices**  
TAC Letter written, TAC meeting held, project going forward
- **Bell Woods Subdivision – West of Knollwood – 54-unit residential subdivision**  
Originally 20% in Cameron Park / 80% in EDH, now ALL subdivision is within Cameron Park with the only entrance coming in from Hollow Lane of Bass Lake Rd – Asking for six - 1 year extensions.
  
- **Ponte Palmero Phase 2**  
EIR Letter was written to the county, Fire Safe Plan completed and sent to developer. Waiting for civil plans from Ponte Palmero on a 50,510 square



## Prevention Duties- March

feet, 44 unit Community Care Facility, 53,690 square feet, 46 room Assisted Living Facility and a 11,450 square feet Club House.

- **Cameron Glen Estates Phase 5 – 15 New Residential Lots – Winterhaven & Green Valley Road Area**

Plans for subdivision have been dropped off into the prevention office.

Condition letter written for residential subdivision and given back to owner.

Will be breaking ground for construction in the next couple of weeks.

### **TENANT IMPROVEMENT / INSPECTIONS / PROJECTS**

- ~~**2554 Dudley Drive**~~

Looked at plans for a new addition to a garage at the residence to see if it complies with State Fire Safe Regulations – Approved and signed off in County LMIS system

- ~~**3199 Oxford Road**~~

Plans for a new single family residence submitted, will see if it complies with Title 14 State Fire Safe Regulations. CSD CCR office approved plans – Approved and signed off in County LMIS system

- ~~**3205 Oxford Road**~~

Plans for a new single family residence submitted, will see if it complies with Title 14 State Fire Safe Regulations. CSD CCR office approved plans- Approved and signed off in County LMIS system

- ~~**4001 Schlin Ct**~~

Plans for a new single family residence submitted, will see if it complies with Title 14 State Fire Safe Regulations. CSD CCR office approved plans – Approved and signed off in County LMIS system.

- ~~**2638 Crane Way**~~

Plans for a new single family residence submitted, will see if it complies with Title 14 State Fire Safe Regulations. CSD CCR office approved plans – Not Approved due per Title 14 driveway standards. Plans re-submitted, approved and signed off in County LMIS system.

- **Sierra Laundry Coin Wash – 3000 Green Valley Rd, Suite#8**

Owner re-submitted plans with different options regarding LPG tank locations. Option 1 was approved which included LPG tank to be underground, taking up three parking stalls. All codes will be followed including vehicle impact protection devices.

## Prevention Duties- March

- **Tenant Improvement – Cameron Park Airport**  
This is a tenant improvement project to include a 30 foot tall freestanding aluminum radio/weather/mast tower. Plans have been submitted. Plans reviewed, approved with a conditions letter, back with project manager to start working on project.
- **Church of Foothills – Solar Tenant Improvement**  
This is a tenant improvement project to include solar panels onto roof off Merrychase Drive. Plans have been submitted and approved. Plans reviewed, approved with a conditions letter, back with project manager to start working on project. Met with contractor on March 6<sup>th</sup>, solar panel clearance did not meet plans and fire code. Company will call when in completed
- **New Building - New West Haven II**  
Notice grading work going on outside New West Haven II. Talked with General Contractor who advised phase 2 with another building will be going in. There is only a fire flow letter written back in 2012. He will submit site and new building plans to FD and County. Site plans are in the process of being submitted.
- **Tenant Improvement - Valero Gas Station**  
Notice illegal construction going on outside gas station. Talked with owner and he will submit tenant improvement plans to FD and County. Plans submitted, reviewed and created approval letter with conditions.
- **Tenant Improvement – Cameron Oaks Shopping Center - Coach Lane**  
Notice illegal construction going on inside shopping center. Talked with owner and he will submit tenant improvement plans to FD and County. Plans have been submitted to County and fire department.
- **Chevron Gas Station, Carwash, Convenience Store and Restaurant**  
Fire flow letter has been written for a new gas station, carwash, convenience store and restaurant located on the corner of Cambridge Road and Knollwood Drive intersection. Site Plan letter has been written. General plan review has been completed and letter has been written awaiting pickup from contractor.
- **Nina's Nails – Burke Junction Building**  
This is a tenant improvement project to include remodeling this suite and a second suite, partially taking out a wall to accommodate this project. Plans reviewed, approved with conditions letter, back with project manager to start working on project. Final failed on 2/20, contractor will set up another appointment when all items have been completed.
- ~~34461 Coach Lane Gilmore Heating Air Solar tenant Improvement~~  
This is a tenant improvement project to include solar panels onto roof off of Coach Lane. Plans have been submitted and approved. Plans reviewed,

# Prevention Duties- March

approved with a conditions letter, back with project manager to start working on project. Solar installed, **Final** and signed off on 2/21.

- **Couch & Hammond Dentistry**

Installation of new cell communicator to existing commercial Fire Control Unit, this will eliminate the telephone line but still have sprinkler supervision; awaiting plans and documentation for project from Signal Service before installation and acceptance test. Plans reviewed, approved with a conditions letter, back with project manager to start working on project. Alarm system Inspection failed, waterflow alarm device, on Feb. 6<sup>th</sup> did not activate.

- **Cameron Park Physical Therapy**

Installation of new cell communicator to existing commercial Fire Control Unit, this will eliminate the telephone line. Waiting on plans and documentation from Signal Service before approving installation and acceptance test.

- **Cameron Park Village – Upgrade Fire Alarm System**

Fire alarm plans submitted for review have been completed and ready for pick up. Once contractor has installed new system, inspection will occur.

- **Burke Junction Shopping Center – Updating Buildings A,B,C,D,E with Fire Alarm Monitoring Systems**

Failed alarm final on 2/10, installing Knox Boxes and fire alarm devices on buildings, will re-schedule final inspection.

- **Verizon Cell Tower – 1010 Camerado (Blacksheep)**

Plans reviewed, approved with a conditions letter, back with project manager to start working on project. Sprinkler Plans have been submitted, approved with conditions letter, back with project manager.

- **Lawrence J Alexander Building**

Fire Alarm submittal to put in fire alarm system in current building, Fire Alarm plans approved, awaiting call from owner for final.

- **Gold Country Hardware – Cameron Park Drive**

Plans submitted, reviewed and created approval letter with conditions, awaiting project manager/owners call to final.

## **B2/BUSINESS LICENSE INSPECTIONS**

- Total for the month = 9
  - Passed = 7
  - Failed = 2
  - Total Staff Hours = **27**

# Prevention Duties- March

## **Fire Prevention Officer Association Meeting**

- See Attached

---

## Cameron Park Fire Department

In Cooperation with

***CAL FIRE***



3200 COUNTRY CLUB DRIVE  
CAMERON PARK, CA 95682  
Weed Abatement (530)-672-7358  
Business (530) 677-6190

---

### WEED ABATEMENT SPECIALIST SUMMARY FOR MARCH FIRE COMMITTEE

- Attached stamps and mail Weed Abatement reminder letters for all verified vacant lots. 395 letters sent to date. Printed copies for each lot and file in individual folders.
- Retrieved 23 voice mail calls. Documented calls and messages on the 2017 Weed Abatement Call-In log.
- Researching 14 returned mail letters for updated addresses.
- Returned phone calls regarding letter. Residents are concerned about the April deadline and most would like a list of contractors to call for weed abatement. They were told that we do not have any specific referrals and best to google for local contractors.
- Inspected lots to make sure use codes are correct and made notes in files regarding issues.
- Researched discrepancies on EDC vacant lot list to CP spreadsheet for more accuracy. Made adjustments accordingly. Created a list of properties with vacant lot use code discrepancies, so that going forward we will have a reference, if issues arise with next spreadsheet we receive from the county. Trying to work with Jose at the county to customize as best possible a spreadsheet for our Weed Abatement purposes.

February 15, 2017

Mike Kaslin, Unit Chief  
2840 Mt. Danaher  
Camino, CA 95709

Dear Mr. Kaslin,

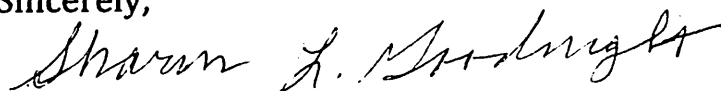
I am a resident at Ponte Palmero senior citizen community.

On Saturday evening, February 18<sup>th</sup>, I called 911 for emergency help. My call was routed to an El Dorado County fire department. The response was very quick. The staff were identified to me as Jonah Winger, Regina Scriven and Medic 28.

I am writing to express my appreciation for the first rate service I received. These persons are clearly skilled and they provided the service efficiently and with courtesy and respect. They are professional in the best sense of the word.

The citizens of El Dorado County are fortunate to have the Fire Dept. staff and services that are first rate in all respects.

Sincerely,



Sharon L. Goodnight



# EL DORADO COUNTY FIRE CHIEFS ASSOCIATION MEETING

## AGENDA

Wednesday, February 22, 2017, 9:30 a.m.

DS/ED Fire Station #49, Downstairs Classroom, 501 Main Street, Diamond Springs, CA 95619

ITEM
<b>Pledge of Allegiance</b>
<b>1. Call to Order and Introductions</b>
<b>2. Public Comments</b> - Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time. Individual comments will be limited to three (3) minutes. The Board reserves the right to waive said rules by a majority vote.
<b>3. Approval of Agenda</b>
<b>4. Approval of Minutes – January 25, 2017</b>
<b>5. Treasurer’s Report</b> (Hardy)
<b>6. Fire Advisory Board</b> (Savacool) 6.1 Term Limit Approval of Advisory Board Members 6.2 Determine Replacement and Start Date for Advisory Board Member Unit Chief Kaslin
<b>7. Old Business</b> None
<b>8. New Business</b> 8.1 EDC USAR Task Force Update (Schwab) 8.2 Authorization for Assoc.- Chair to Approve Fire Safe Council Report (Savacool)
<b>9. Department Reports</b>
<b>10. Section Reports</b> 10.1 Training Officers 10.2 Fire Prevention Officers 10.3 Operations 10.4 CSA 3 Update
<b>11. Standing Committee Reports</b> 11.1 EMS Agency 11.2 OES, State and Local 11.3 Fire Safe Council 11.4 LAFCO 11.5 Red Cross 11.6 Countywide Fire Station Open House Sub-Committee
<b>12. Good and Welfare</b>
<b>13. Adjournment</b>
<b>14. Executive Session</b> (Standing Item)

Next meeting: 9:30 on Wednesday, March 22, 2017

All Fire Chiefs Association meetings are recorded. The agenda packet may be reviewed at the JPA office located at 480 Locust Road, Diamond Springs, CA 95619



## EL DORADO COUNTY FIRE CHIEFS ASSOCIATION MINUTES

**PLACE:** Diamond Springs Fire  
501 Main Street  
Diamond Springs, CA 95619

**DATE:** Wednesday, January 25, 2017  
**TIME:** 9:30 a.m.

### PRESENT

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Chief Tim Alameda, LV Fire                   | <input type="checkbox"/> Chief Jay Kurth, USFS                                     |
| <input checked="" type="checkbox"/> Assistant Chief Bob Bement, GRV Fire         | <input type="checkbox"/> Chief Jeff Meston, SLT Fire                               |
| <input checked="" type="checkbox"/> Division Chief Tim Cordero, ECF Fire         | <input type="checkbox"/> Chief Jeff Michael, LV Fire                               |
| <input checked="" type="checkbox"/> Bat. Chief Bob Counts, CP Fire               | <input checked="" type="checkbox"/> Chief Bryan Ransdell, DSP Fire                 |
| <input type="checkbox"/> Deputy Chief Ken Earle, DSP Fire                        | <input checked="" type="checkbox"/> Chief Dave Roberts, EDH Fire                   |
| <input checked="" type="checkbox"/> Deputy Chief Brian Estes, CAL FIRE ECC AEU   | <input checked="" type="checkbox"/> Chief Clive Savacool, GRV Fire, <b>Chair</b>   |
| <input type="checkbox"/> Chief Gary Gerren, FLL Fire                             | <input checked="" type="checkbox"/> Chief Greg Schwab, GEO Fire                    |
| <input checked="" type="checkbox"/> Chief Mike Hardy, ECF Fire, <b>Treasurer</b> | <input type="checkbox"/> Chief Mike Schwartz, NTF Fire / MEK Fire                  |
| <input type="checkbox"/> Chief Dan Dwyer, PIO Fire                               | <input type="checkbox"/> Division Chief Steve Simons, NTF Fire / MEK Fire          |
| <input checked="" type="checkbox"/> Chief Eddie Dwyer, MOS Fire                  | <input checked="" type="checkbox"/> Deputy Chief Nickie Washington, USFS           |
| <input type="checkbox"/> Division Chief ECC Mac Heller, USFS                     | <input type="checkbox"/> Div. Chief Mike Webb, CAL FIRE CP Fire, <b>Vice Chair</b> |
| <input checked="" type="checkbox"/> Battalion Chief Steve Herzog, Pioneer Fire   | <input type="checkbox"/> Bat. Chief Dave Wood, CAL FIRE ECC AEU                    |
| <input checked="" type="checkbox"/> Unit Chief Kaslin, CAL FIRE ECC AEU          | <input checked="" type="checkbox"/> Assistant Chief Corey Zander, Cal OES          |
| <input checked="" type="checkbox"/> Deputy Chief Tom Keating, RES Fire           |  |

### Pledge of Allegiance – Conducted

#### 1. Call to Order 9:30 a.m.

##### Introduction of Guests:

- Mark Spaugh, Garden Valley Fire District Board of Directors
- Deputy Todd Crawford, El Dorado County Sheriff's Office
- Pat Dwyer, Fire Safe Council
- José C. Henríquez, LAFCO
- Dave Whitt, El Dorado County ROP

##### Others in Attendance:

- Fire Marshall, Marshall Cox, El Dorado Hills Fire
- Division Chief Todd Conradson, Meeks Bay Fire
- Captain Dave Phillips, Diamond Springs Fire
- Battalion Chief Ron Sitton, Lake Valley Fire
- Battalion Chief Brad Zlendick, Lake Valley Fire
- Battalion Chief Dave Heckhuis, Lake Valley Fire

#### 2. Public Comments

Mark Spaugh, Garden Valley Fire District Board of Directors, requested the committee's decision on how they want to proceed with the Fire Advisory Board and CCFD. Chief Savacool stated that the Fire Advisory Board is scheduled to meet after the Fire Chiefs Association and at that time a decision will be provided on how the committee wants to proceed.

Chief Whitt requested the authorization to distribute information on the ROP program to the districts.



### **3. Approval of Agenda**

Chief Roberts motioned to approve the agenda as presented. Chief Schwab seconded the motion which carried unanimously.

### **4. Approval of Minutes from the December 7, 2016 Meeting**

Chief Roberts motioned to approve the minutes as presented. Chief Hardy seconded the motion which carried unanimously.

### **5. Treasurer's Report**

Chief Hardy provided a Treasurer's Report for the reporting period of December 17 – January 17, 2017. A copy of the report will be filed with the minutes.

### **6. Fire Advisory Board**

Chief Savacool stated that the board recently met on January 18 and elected the five members - Chief Alameda, Chief Roberts, Chief Savacool, Chief Hardy, and Unit Chief Kaslin. Additionally, they are recommending Sue Hennike, El Dorado County Principal Administrative Analyst, to serve as the County Fire Coordinator.

The board will meet immediately after today's Fire Chiefs Association meeting to determine next steps.

### **7. Old Business**

#### **7.1 El Dorado Fire Chiefs Association Website / Calendar Access**

The website (<http://www.edchiefs.org>) is up and JPA and Fire Chiefs Association meetings have been added to the calendar. The FPO meetings will be added soon.

#### **7.2 Countywide Fire Station Open House – June 24**

Chief Schwab distributed flyer samples to the committee for review. Several districts have signed up to participate. Those that have not replied need to contact Chief Schwab soon as to their participation. Cameron Park Fire is unable to participate due to the Summer Spectacular.

The committee agreed that a sub-committee should be created to assist with streamlining the event coordination. Anyone willing to participate should submit their contact information to Chief Schwab as soon as possible. The committee also agreed to add this topic as a standing agenda item under Section 11, Standing Committee Reports.

### **8. New Business**

#### **8.1 XED Fire & Rescue Coordinator Election (every 3 years)**

Chief Schwab stated that it is time to either reelect new leadership or confirm the current leadership for the Region 4 OES XED. The current leadership is Chief Schwab, Coordinator, Chief Keating, first alternate and Chief Ransdell, second alternate.

Chief Hardy motioned to keep current leadership structure as outlined above. Chief Roberts seconded the motion which carried unanimously.

### **9. Department Reports**

CAL FIRE ECC AEU: One of the recent budget changes will affect the AEU's support of McClellan Air Base. Funding for drought augmentation will be associated with tree mortality. Hired two new Captains in the ECC.

CAL FIRE Cameron Park: The cooperative agreement between the Cameron Park CSD and CAL FIRE will expire in 2018. The CSD Board will conduct a service study to investigate options.

City of South Lake Tahoe: No report.

Diamond Springs / El Dorado Fire: Sac Metro is hiring. The USAR Task Force needs to keep the

process moving forward. The district is in the process of developing a new webpage.

El Dorado County Fire: The Board approved adding an Administrative Division Chief who will be responsible for finance and risk. Captain Greg Morford recently retired.

El Dorado Hills: The architecture bid for the training facility has been awarded.

Forest Service: Storm patrol is underway to assess damage. Looking for money to repair forest roads. Currently there is a hiring freeze.

Garden Valley: Experiencing SAFER grant issues. Chief Savacool is out of the office this week and next.

Georgetown Fire: Thanked Captain Joel Warman for his help on the grant. The academy is in week three and graduation is scheduled for Thursday, May 25.

Lake Valley Fire: Chief Alameda introduced Battalion Chief – Operations Dave Heckhuis, Battalion Chief – Training Ron Sitton, and Battalion Chief – Prevention Brad Zlendick.

Mosquito Fire: Dealing with storm issues. Volunteer promotions have taken place. Hired a grant writing agency to assist with the SAFER grant.

North Lake Tahoe / Meeks Bay: Promotions have taken place.

Pioneer Fire: Filled Captain Firefighter position. Currently looking for a Chief Officer. Station 19 has been very helpful during the recent storms.

Rescue Fire: No report.

## 10. Section Reports

### 10.1 Training Officers (TO)

No report.

### 10.2 Fire Prevention Officers (FPO)

All jurisdictions except Garden Valley have submitted and approved their fire code ordinances. The topic was on the recent BOS agenda, but it was pulled to address questions raised by Michael Rinalli, District 4 representative. Mr. Rinalli's questions have been addressed and the topic is now scheduled to be presented at the February 7 BOS meeting for ratification.

The BOS approved the use of plan review software, Track It. All plans will be uploaded into one area for review by each jurisdiction.

El Dorado County Arson Task Force meets at 12:00 p.m. on the first Thursday of every other month at Station 86.

### 10.3 Operations

- An after-action review of winter storms 1 and 2 will be conducted. Topics to be discussed will include:
  - First responders dealing with road closures and power outages.
  - The county's Department of Transportation keeping the roadways open from snow and clear of landslides.
  - Better communication routes.
  - High ECC call volume.
  - EMS impacted by MMC diversion.
  - County emergency declaration.
  - Alder Ridge and Bald Mountain repeater sites were affected by the storm.
  - How many resources are dispatched from each agency to calls for downed powerlines.
    - ECC would prefer standardized throughout the districts. If any agency would like to change their dispatch resource plan, please contact Battalion Chief Wood at the ECC.
- An EDC USAR Task Force report will be provided at the February Fire Chiefs Association meeting.

- Thanked CAL FIRE for their support in filling sandbags and assistance with the issues at the waste water treatment plant.

#### 10.4 CSA 3 Update

- CSA 3 supports the fire based EMS model.
- Attempting to identify ways to make the system financially viable vs. having to obtain patch funding.
- Meeks Bay recently placed an ALS engine and a staffed medic unit into rotation.
- Chiefs Schwartz and Alameda signed a mutual aid agreement.

### 11. Standing Committee Reports

#### 11.1 EMS Agency

No report.

#### 11.2 OES, State & Local

- A Hazard Mitigation meeting was held January 24 in South Lake Tahoe. The Placerville meeting is scheduled for January 26. The majority of the plan is complete.
- The agency has been very busy with the recent storms and they thanked the districts for their assistance with the sandbags.
  - Chief Keating stated that they were overwhelmed by the amount of people showing up for sandbags even though there were minimal flooding calls. He recommended that the fire service manage the sandbag process in the future.
- Today is the deadline to submit the estimated damage forms.
- OES was caught off guard by the emergency declaration.
- A county-wide active road status map will be available soon to the public.

#### 11.3 Fire Safe Council

- Heather Campbell was a recipient of the 2017 Wildfire Mitigation award.
- A meeting will take place February 14 from 10:00 – 11:00 a.m. with the BOS to recognize the 15 Fire Safe Councils on the west slope and to have an initial review of the Community Wildfire Protection Plan (CCWP).
- The Forest Service grant funding the chipping program is ending.
- May 6 is National Community Wildfire Prevention Day.

#### 11.4 LAFCO

Ethics training will take place January 25 at 6:00 p.m. at the Planning Commission building.

#### 11.5 Red Cross

- Sheltering prepositioning took place during the recent storms.
- Clean up kits were provided to residents in need.

### 12. Good and Welfare

- Pig Bowl will take place January 28 at 1:00 p.m. at Sacramento State.
- Firefighter Behavioral Health Alliance program will be held January 30 at the Lake Tahoe Community College.

### 13. Adjournment

Chief Keating motioned to adjourn the meeting at 11:15 a.m. Chief Roberts seconded the motion which carried unanimously.



# El Dorado County Emergency Services Authority

## Board of Directors Meeting

Wednesday, February 22, 2017, 8:00 a.m.

DS/ED Fire Station #49, Downstairs Classroom, 501 Main Street, Diamond Springs, CA 95619

### AGENDA

Item	Presenter
<b>Pledge of Allegiance</b>	
<b>1. Call to Order/Roll Call/Introductions</b>	Roberts
<b>2. Approval of Agenda</b>	Roberts
<b>3. Public Comments</b> - Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time. Individual comments will be limited to three (3) minutes. The Board reserves the right to waive said rules by a majority vote.	
<b>4. Consent Calendar</b> 4.1 Approval of JPA Board Meeting Minutes of January 25, 2017 4.2 Approval of January 2017 Bills	Roberts
<b>5. Correspondence</b> None	Roberts
<b>6. Reports</b> 6.1 Receive/file Statistics for January 2017 6.1.1 Medical Response Times 6.1.2 Mutual Aid 6.1.3 Move Up & Covers 6.1.4 IFTs 6.2 Finance Committee Update 6.3 Systems Status Management Committee Update	Hackett      Webb Earle
<b>7. Old Business</b> 7.1 EPCR Update (Standing Board Item) 7.2 Review Upcoming Holiday/Event Calendar (Standing Board Item)	Hackett Hackett
<b>8. New Business</b> 8.1 Discuss and Provide Direction Regarding El Dorado Hills Fire Department Letter Dated February 1, 2017 Regarding Request for Feasibility Study Related to Expanded Capabilities of Camino ECC 8.2 Image Trend RMS Program Update 8.3 Discuss and Approve Criteria, Requirements and Operational Use for New Half-Time Medic Unit 8.4 Discuss and Approve Defibrillator Monitor Purchase 8.5 Surplus Medic Unit VIN 0395, VIN 0399 and VIN 2349	Hackett  Savacool Hackett Hackett Hackett Hackett
<b>9. Fiscal Items</b> None	Roberts
<b>10. Director Items</b>	Roberts
<b>11. Good and Welfare</b>	Roberts
<b>12. Adjournment</b>	Roberts

Next Board meeting: 8:00 a.m. on Wednesday, March 22, 2017

All Board Meetings are recorded. The Board Packet may be reviewed at the JPA Office located at 480 Locust Road, Diamond Springs, CA 95619. Note: The Board of Directors may elect to take action on any item included on this agenda.



## El Dorado County Emergency Services Authority

### JPA Board of Directors Meeting Minutes

Wednesday, January 25, 2017, 8:00 a.m.  
Diamond Springs Fire, 501 Main Street, Diamond Springs, CA 95619

**Pledge of Allegiance:** Conducted

#### 1. Call to Order/Roll Call/Introductions - Call to order at 8:02 a.m.

##### Board Attendees:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief <b>Dave Roberts</b> , <i>Chair</i> | <input type="checkbox"/> Alternate Deputy Chief <b>Mike Lilienthal</b>                     |
| <input type="checkbox"/> CAL FIRE - Cameron Park Fire, Div. Chief <b>Mike Webb</b>                 | <input checked="" type="checkbox"/> Alternate Battalion Chief <b>Bob Counts</b>            |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief <b>Bryan Ransdell</b>              | <input type="checkbox"/> Alternate Deputy Chief <b>Ken Earle</b>                           |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief <b>Mike Hardy</b>                 | <input checked="" type="checkbox"/> Alternate Division Chief <b>Tim Cordero</b>            |
| <input type="checkbox"/> Garden Valley Fire, Chief <b>Clive Savacool</b>                           | <input checked="" type="checkbox"/> Alternate Assistant Chief <b>Bob Bement</b>            |
| <input checked="" type="checkbox"/> Rescue Fire, Deputy Chief <b>Tom Keating</b>                   | <input type="checkbox"/> Alternate Director <b>Anne Walker</b>                             |
| <input type="checkbox"/> CAL FIRE ECC AEU, Deputy Chief <b>Brian Estes</b>                         | <input checked="" type="checkbox"/> Alternate Unit Chief <b>Mike Kaslin</b>                |
| <input type="checkbox"/> Mosquito Fire, Chief <b>Eddie Dwyer</b>                                   | No Alternate   |
| <input type="checkbox"/> Georgetown Fire, Chief <b>Greg Schwab</b> , <i>Vice Chair</i>             | No Alternate   |
| <input type="checkbox"/> Pioneer Fire, Chief <b>Dan Dwyer</b>                                      | <input checked="" type="checkbox"/> Alternate Interim Operations Chief <b>Steve Herzog</b> |
| <input checked="" type="checkbox"/> JPA Executive Director <b>Marty Hackett</b>                    |  |

##### Other Attendees:

None

##### Introduction of Guests:

- Jim Hartley, El Dorado Hills Board of Directors
- John Giraudo, El Dorado Hills Board of Directors
- Rich Todd, EMSA

#### 2. Approval of Agenda

Director Keating motioned to approve the agenda as presented. Director Hardy seconded the motion which carried unanimously.

#### 3. Public Comments

None.

#### 4. Consent Calendar

Director Schwab motioned to approve consent calendar items 4.1 and 4.2 as presented. Director Keating seconded the motion which carried unanimously.

#### 5. Correspondence

None.

## 6. Reports

### 6.1 Receive/File Statistics for December 2016

Executive Director Hackett provided an overview of the statistics for the December response time reports.

### 6.2 Systems Status Management Committee Update

Three new remounts recently arrived from Arrow Manufacturing.

## 7. Old Business

### 7.1 ePCR Update (Standing Item)

- Working on CAD integration with CAL FIRE.
- Applied for state funding to purchase Samsung tablets.
- Once the back-end set-up is complete it will be presented to CQI for review.

### 7.2 Review Upcoming Holiday/Event Calendar (Standing Item)

#### Memorial Day Coverage

May 26 – County Fire  
May 27 – Diamond Springs  
May 28 – County Fire  
May 29 – El Dorado Hills

#### Independence Day Coverage

July 1 – Diamond Springs  
July 2 – County Fire  
July 3 – El Dorado Hills  
July 4 – None

#### Labor Day Coverage

Sept 1 – County Fire  
Sept 2 – Diamond Springs Fire  
Sept 3 – County Fire  
Sept 4 – El Dorado Hills Fire

## 8. New Business

### 8.1 Elect Calendar Year 2017 JPA Systems Status Management Committee Officers

Director Keating motioned to elect Deputy Chief Ken Earle as the Chair and Division Chief Tim Cordero as the Vice Chair for the Systems Status Management Committee for calendar year 2017. Director Hardy seconded the motion which carried unanimously.

## 9. Fiscal Items

### 9.1 Review Revenue vs. Expenditure Report

Executive Hackett reviewed revenue vs. expenditure report with the committee.

## 10. Director Items

CAL FIRE ECC AEU: The county is up 10% from previous year on incoming and outgoing service delivery calls. Work has begun on the annual report which will be published in March. Two new Captains (state funded) have been hired and will start the academy in February. The new Com Op list is being released today with three positions for the ECC to fill.

CAL FIRE Cameron Park: The Board approved the JPA budget last week. The Cameron Park Firefighters Association annual crab feed will take place February 18.

Diamond Springs / El Dorado Fire: Captain Dave Phillips has returned from picking up the new remounts at Arrow Manufacturing.

El Dorado County Fire: The Board approved the JPA budget. Assisted with an IFT from Barton to San

Jose last week. An update will be provided soon regarding the outcome of the meeting with EMSA regarding the requirement to have a medic in the back of the ambulance at all times.

El Dorado Hill: New Type 1 engine is in service. The architecture bid for the training facility has been awarded. The repairs at Station 91 are going well and will be completed in six weeks.

Garden Valley: Researching whether the RMS program with Image Trend can be added to the ePCR program. Captain Dan Havicus, Tracy Fire, recently passed away in the line of duty. SAFER grant is due on February 10 and can only be used for new employees, not current employees.

Georgetown Fire: The Board tabled the JPA budget due to the OPEB non-payment issue.

Lake Valley Fire: Nothing to report.

Mosquito Fire: Nothing to report.

Pioneer Fire: Nothing to report.

Rescue Fire: Nothing to report.

JPA: Marshall is installing an EMS display in their ER. Please submit district patches to Executive Director Hackett.

**11. Good and Welfare**

None.

**12. Adjournment**

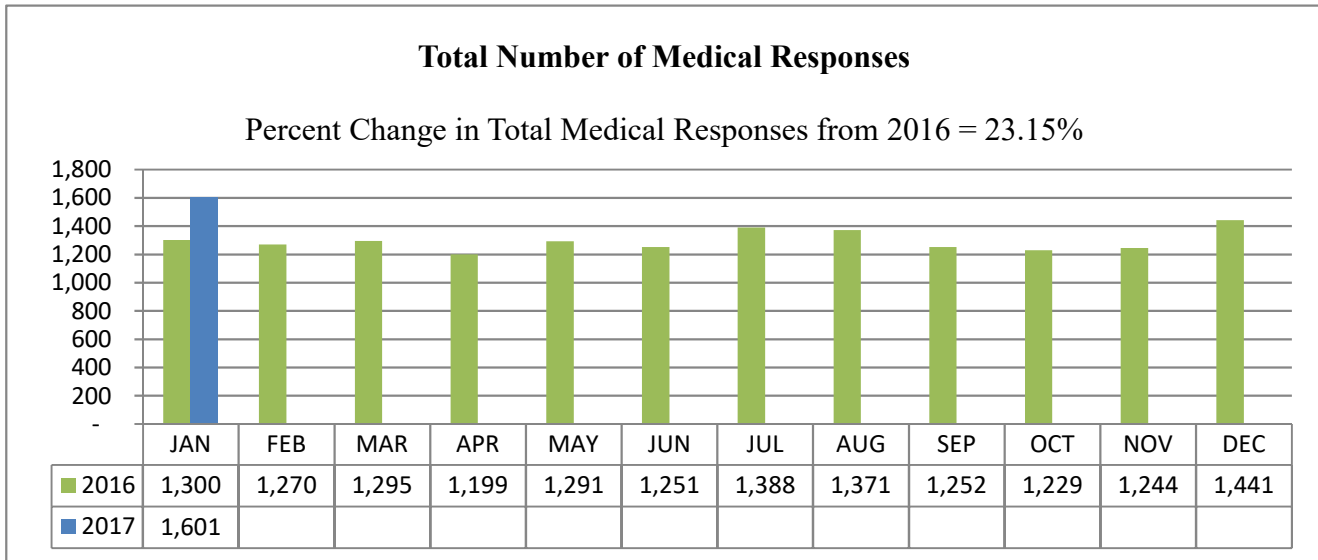
Director Keating motioned to adjourn the meeting at 8:35 a.m. Director Estes seconded the motion which carried unanimously.

**13. Closed Session**

None.

# January 2017 Incident Summary Report

Total Number of Ambulance Responses to Date 2017 2,390  
 Total Number of Medical Responses to Date 2017 1,601

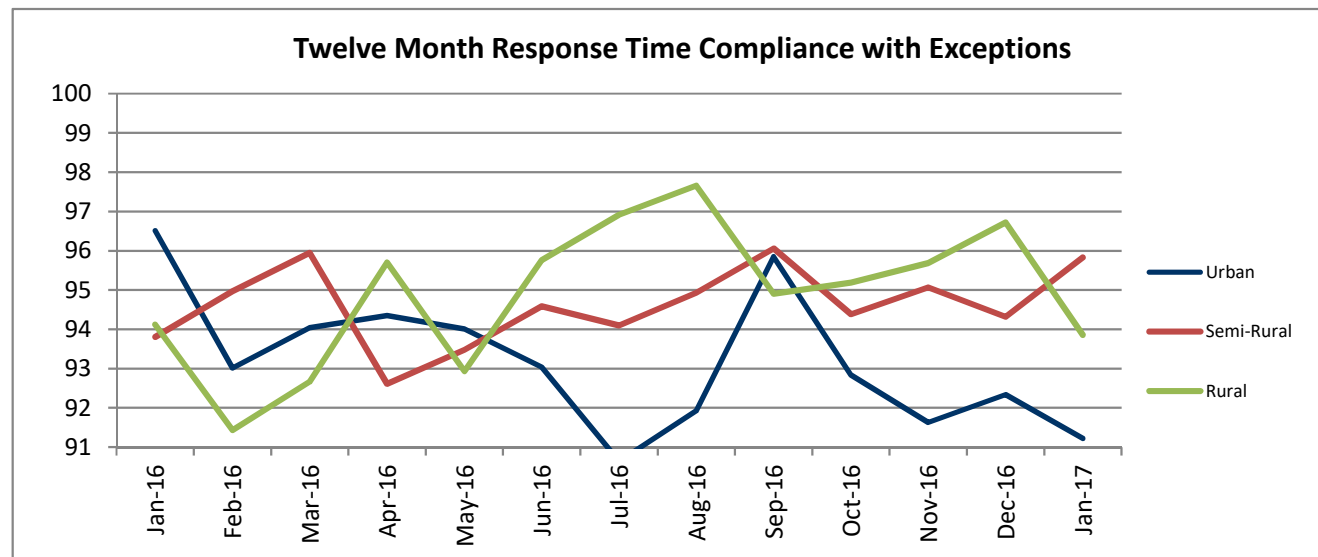


### Response Times

	Before Exception Waivers	With Waivers
Urban	90.54%	91.22%
Semi-Rural	93.06%	95.83%
Rural	90.00%	93.85%
Wilderness	100.00%	100.00%

### Exception Reports by Response Area

	Generated	Submitted to EMSA	Waiver
Urban	28	2	2
Semi-Rural	30	12	12
Rural	13	5	5
Wilderness	0	0	0





## January 2017 Incident Summary Report

Exception Reports by Area and Reason

Total Number of Exception Reports: 71

### Response Area

North	Jan	Dec	Nov
51 Garden Valley	5	1	2
52 Kelsey	1	1	
53 Greenwood			
72 Cool	2	7	1
74 Coloma	2	1	1
61 Georgetown	3	1	1
64 Greenwood	1		
63 Volcanoville			
73 Pilot Hill	2	1	

Core	Jan	Dec	Nov
25 Placerville	7	5	5
26 Placerville			
27 Gold Hill			
28 Shingle Springs			1
44 Logtown	3		
46 El Dorado	2		
48 Diamond	1		
49 Diamond	1	3	1
75 Mosquito	3	1	1

East	Jan	Dec	Nov
17 Pollock	6	5	5
18 Sierra Springs	3	3	1
21 Camino	1	4	2
26 Placerville			

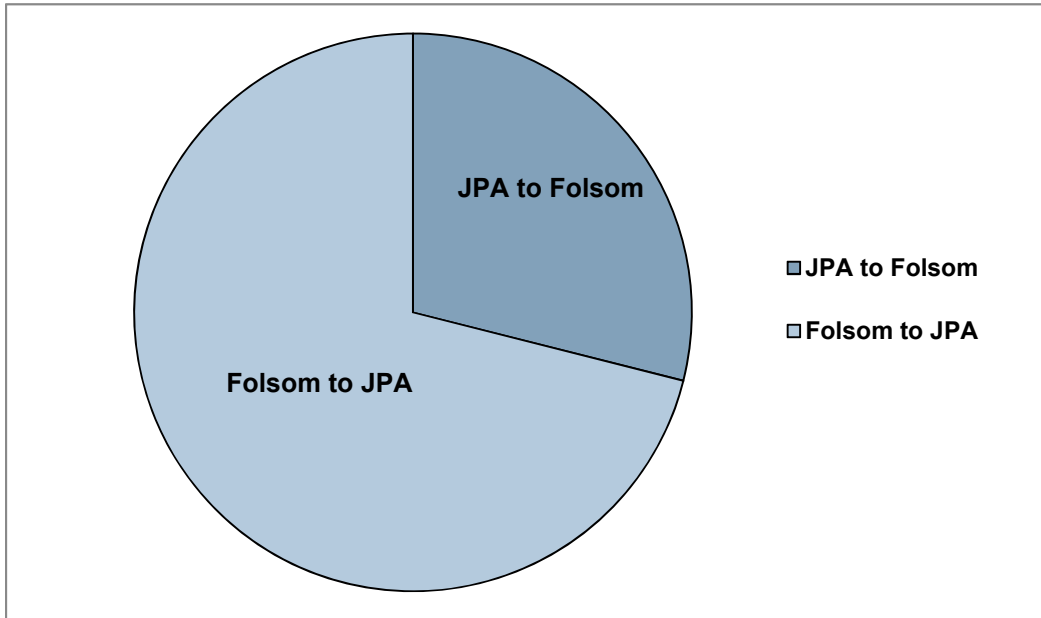
West	Jan	Dec	Nov
47 Sleepy Hollow			
81 Rescue	2	2	3
83 Rescue	2	2	2
84 EDH	5	8	3
85 EDH	2	8	4
86 EDH	3		1
88 Cameron Park	7	2	8
89 Cameron Park	4	6	2
91 Latrobe			

South	Jan	Dec	Nov
19 Pleasant Valley		1	4
23 Pleasant Valley	2		
32 Somerset		1	1
35 Grizzly Flat	1		
37 Omo Ranch			
38 Fairplay			
38 Mt. Aukum		2	2

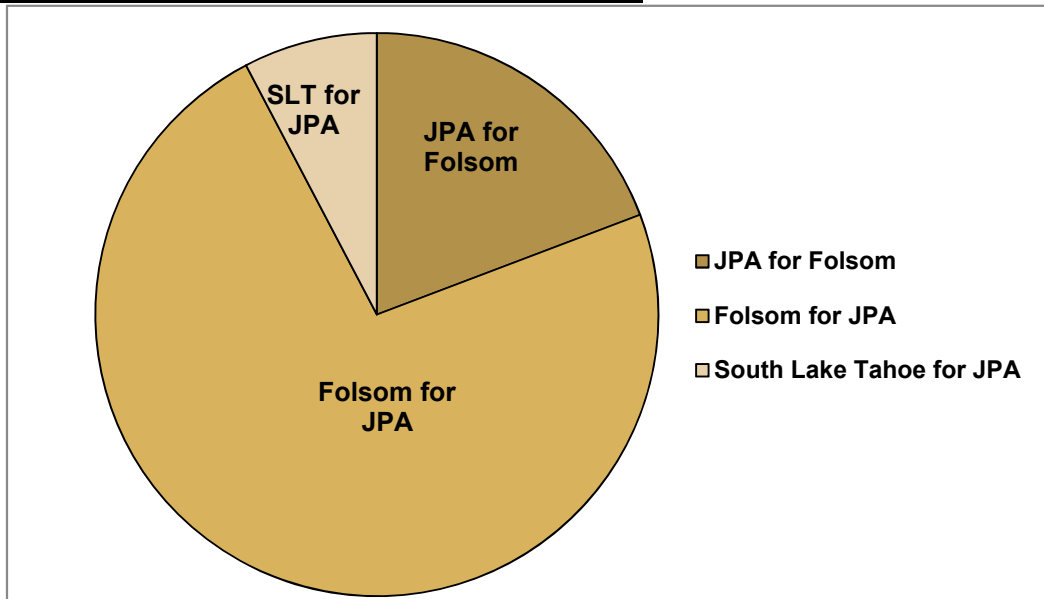
Reason for Exception Report	Urban	Semi-Rural	Rural
2nd unit to MCI			
Alert malfunction			
Cancelled enroute			
Cancelled re-dispatched			
Dispatched C-2			
Dispatched from training			
Distance	14	4	5
Gate			
GSA to GSA	5	10	5
Had to search for patient location			
Incorrect address			
Incorrect time stamp	1	2	
Interfacility transfer			
On a Move-Up			
On cover assignment			
Pager malfunction			
Patient left original location			
Poor road conditions		4	
Quick Call did not work	2	2	
Reduced to C-2			
Road construction			
Road obtructions			
Staging			
Unmarked/No visible address		1	
Weather	3	7	2

### Mutual Aid - January 2017

MOVE-UPS	
JPA to Folsom	11
Folsom to JPA	27

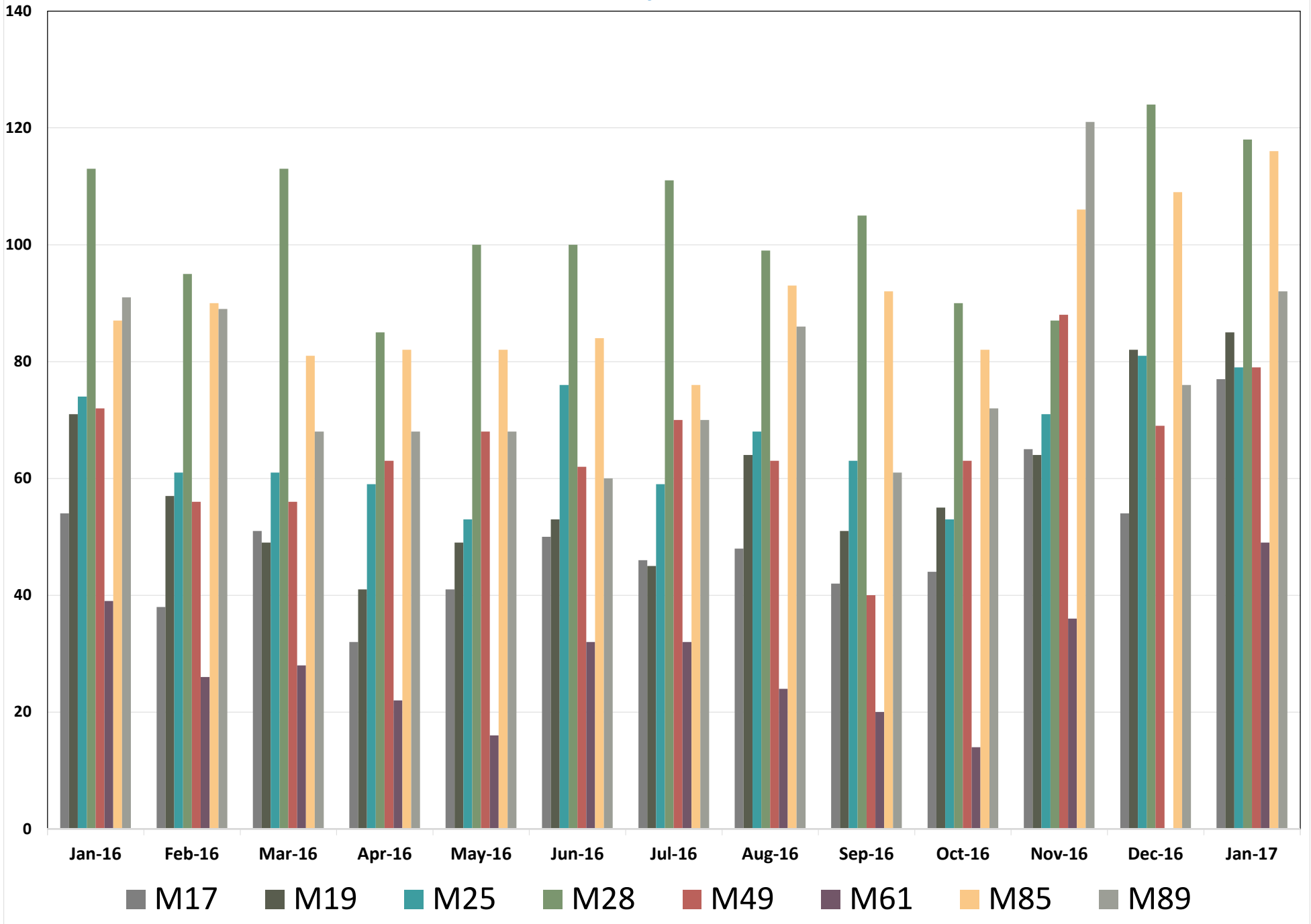


MEDICAL CALLS	
JPA for Folsom	5
Folsom for JPA	19
South Lake Tahoe for JPA	2



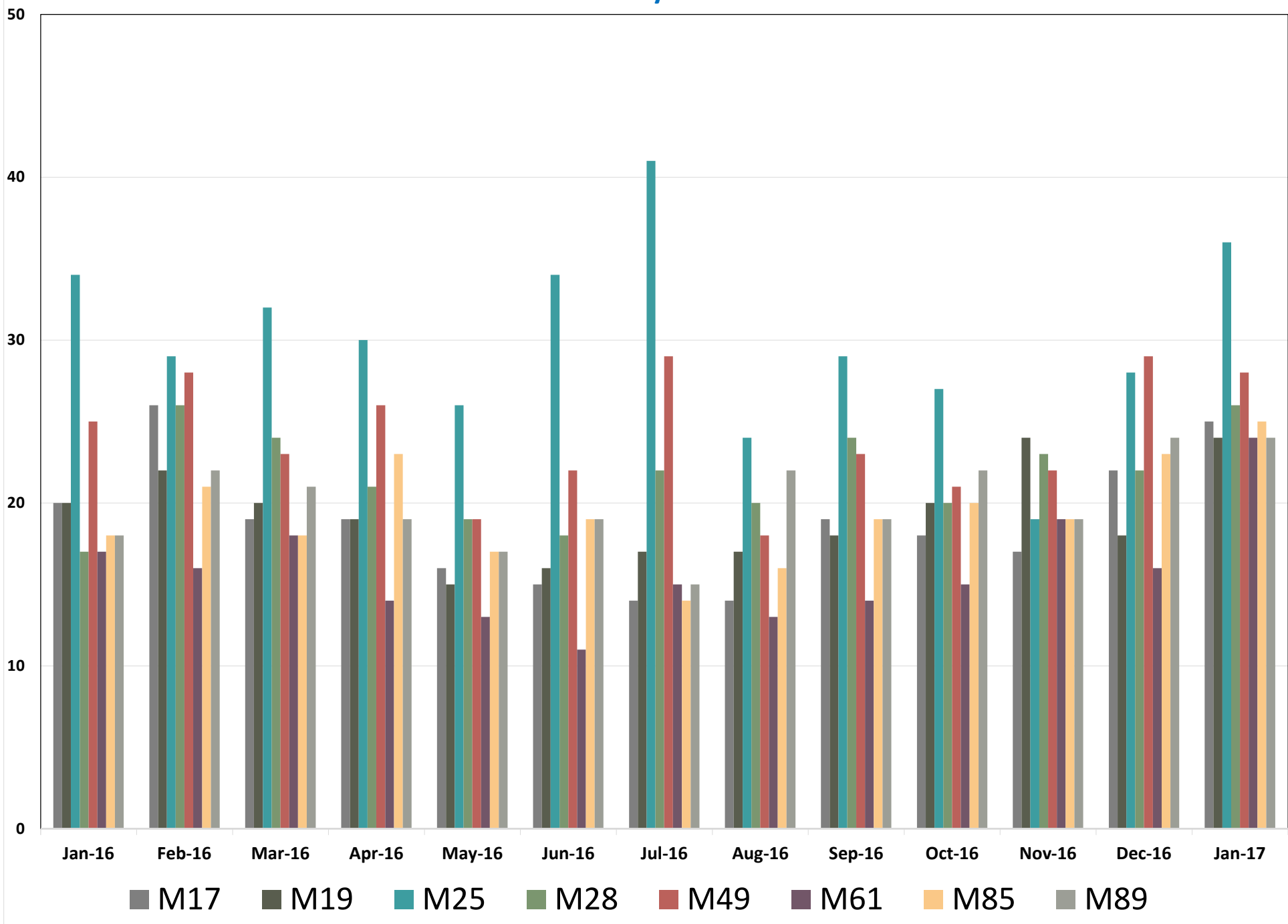
# Move Up and Cover Stats

January = 722



# Medical Interfacility Transfers

January = 212



## 2017 Holiday / Event Calendar

January	
1	New Year's Day
16	Martin Luther King Day
February	
2	Groundhog Day
14	Valentine's Day
20	President's Day
March	
7, 9 and 13	Skills Day
17	St. Patrick's Day
April	
14	Good Friday
16	Easter
19	Every 15 Minutes Program (Golden Sierra)
May	
TBD	Every 15 Minutes Program
6	National Community Wildfire Prevention Day
14	Mother's Day
29	Memorial Day
June	
11	Gold County Half Marathon & 5k - EDH
14	Flag Day
15 - 18	El Dorado County Fair
18	Father's Day
24	Summer Spectacular CP
July	
3	Fireworks Show EDH
4	Independence Day
August	
September	
4	Labor Day
October	
9	Columbus Day
31	Halloween

November	
11	Veterans Day
23	Thanksgiving

December	
24	Christmas Eve
25	Christmas Day
31	New Year's Eve

Independence Day Coverage

July 1 – Diamond Springs

July 2 – County Fire

July 3 – El Dorado Hills

July 4 - None

Memorial Day Coverage

May 26 – County Fire

May 27 – Diamond Springs

May 28 – County Fire

May 29 – El Dorado Hills

Labor Day Coverage

Sept 1 – County Fire

Sept 2 – Diamond Springs Fire

Sept 3 – County Fire

Sept 4 – El Dorado Hills Fire



# EL DORADO HILLS FIRE DEPARTMENT

Item 8.1

*"Serving the Communities of El Dorado Hills, Rescue and Latrobe"*

February 1, 2017

Brian Estes  
Cal Fire - Assistant Chief – Amador El Dorado Unit  
Camino ECC  
2840 Mt. Danaher Road  
Camino, CA 95709

Re: Feasibility Study Related to Expanded Capabilities of Camino Emergency Command Center

Chief Estes,

As you are aware, the El Dorado Hills Fire Department seeks to enhance certain elements of the current communications system. Our motivation is threefold:

1. Provide the means to track and report to our Board of Directors and Community our performance utilizing Deployment Measures covering the following response time segments: 911 Call Handling Time, Turnout Time, Travel Time, Total Response Time, and Effective Response Force Time.
2. Remove any communication/dispatch delays with Folsom Fire Department, providing for a truly borderless response when dispatching across the County Line.
3. Provide for greater command and control of the incident utilizing repeated tactical channels and increased firefighter safety by including emergency evacuation alerting and emergency signal button notification.

It should be noted that if these system improvements are implemented there could be substantial benefit for the rest of the County Fire Departments and JPA Member agencies.

To accomplish our objectives, we have provided a list of eight (8) infrastructure enhancements that our organization is looking for:

1. "Push button" direct CAD link communication (Responding, At Scene, Returning, etc.)
2. Mapping system direct from a CAD push with hydrant overlays, pre-fire plan layer, etc.
3. Dispatching of closest resource using AVL (Automatic Vehicle Location) (GPS)

4. Simulcast or Voting Repeater System (no manual repeater selection)
5. Repeated Tactical Radio Channels (critical communications not missed)
6. Emergency Signal Button use on portable radio to Dispatch
7. Ability to have an evacuation tone on Tactical Channel
8. Folsom/EDH improved response through "CAD to CAD Transfer" with resources on both sides visible to each other's respective dispatch consoles

In the feasibility study, we would be looking for three questions to be answered on each of the eight requested enhancements. Those questions are:

1. Is it possible for Camino ECC and the JPA infrastructure to provide this enhancement?
2. What would the fully implemented cost be to provide the requested enhancement?
  - a. Costs breakdown should include all costs related to fully functional operation including but not limited to: Third-Party Costs related to testing, programming, engineering, design, and installation, all Required Hardware/Software costs, anticipated IT support, Radio Tech support, leasing costs, etc.
  - b. Costs should be broken into two categories:
    - i. One Time Costs
    - ii. Ongoing Costs
3. If fully funded by El Dorado Hills Fire Department, what is the estimated timeline for a fully functional implementation?

We recognize that this feasibility study request will take valuable staff time to accomplish, and we are willing to cover these additional costs. Please provide us with a total estimate related to completing this feasibility study, so that we can budget appropriately and gain approval for the expenditure from our Board of Directors.

If your organization does not have the capacity to perform this feasibility study, please provide us with your recommendation of a person/firm that can provide us with the information we need. We would be happy to separately contract with them.

We recognize that the El Dorado County Fire Chiefs Association and the JPA Board of Directors will have an interest in this request. We very much value our partnership with the other agencies in the County however, since we are willing to cover the full costs related to the feasibility study, and the full cost of implementation, we feel that it is appropriate for us to communicate directly with you. As always we will keep the other JPA Member Agencies informed regarding this process.

Furthermore, we are not locked into keeping the Apple Operating System (iOS) for communications if there is a solution that uses a different platform, although if required to switch those costs should also be included in the implementation plan. In total between apparatus and individual tablets we utilize 40 units.

We would appreciate a response regarding your ability to provide this study, or your recommendation of a person/firm able to provide this study by Feb 24<sup>th</sup> 2017.

Thank you,

EL DORADO HILLS FIRE DEPARTMENT

A handwritten signature in black ink, appearing to read "Dave Roberts", with a long horizontal flourish extending to the right.

Dave Roberts

*Fire Chief*

*Serving the Communities of El Dorado Hills, Rescue and Latrobe.*

cc: CAL FIRE Unit Chief - Mike Kaslin  
EDC Fire Chief's Association President - Chief Clive Savacool  
El Dorado County JPA Director - Marty Hackett  
El Dorado County BOS – District 1 – John Hidahl  
El Dorado County BOS – District 2 – Shiva Frentzen  
El Dorado County BOS – District 3 – Michael Ranalli  
3604 President – Captain Mike MacKenzie





## El Dorado County Emergency Services Authority

480 Locust Road  
Diamond Springs, CA 95619  
Tel (530) 642-0622 Fax (530) 642-0628  
[www.edcjpa.org](http://www.edcjpa.org)

# Staff Report

## Systems Status Management Committee

February 15, 2017, 0900 hours  
Subject: Half-time Medic Unit Deployment

### Introduction:

The first document I want to inform you about is (Item#1) a call volume report spanning four years from 2013 through 2016. It consists of call data for 911 medical calls, inter-facility transports (IFTs) and move-up and cover assignments. Since 2013, our 911 medical calls have increased by 17.09%. IFTs have increased by 28.85% and move-up and cover assignments have increased by 9.63%. With an aging population, new residential and commercial development being built, and increased recreational-tourism opportunities we can expect service demands to continue to rise at a significant rate. There are already several high density residential projects and skilled nursing facilities being planned for construction which will no doubt impact our system greatly.

Our move-up and cover assignments have had to increase in number to maintain geographical service area coverage and our 90% on-scene response time requirements with the County. With the move-up and cover assignments comes a high cost in mileage, fuel, wear and tear on ambulances and the toll it takes on staff. Clearly, it is time to bring back the half-time 12/7/365 medic unit.

### Hours of Assignment:

In the graph titled Hourly Utilization 2013 – 2016 (Item#2) it depicts call demand by hour of day. The graph shows the increased call demand over the course of the last four years as well as how consistent the call volume has been for the time of day. At its lowest point at 0400 hours the call volume takes a steady increase throughout the day peaking between 1200 and 1700 hours. From there it takes a steady slow decline.

In the graphs titled Hourly Utilization 2013, 2014, 2015 and 2016 (Item#3, 4, 5 and 6) we depict the call volume by medic unit and hour of day. The bell curves for all four years matches closely with Graph #2's service calls by hour of day. Our most active medic units during the high point of the day are M25, M28, M49, M89 and M85. In the 2016 graph, item#6, M25's call volume remained high even at 2300 hours. This may be because of the increased IFT calls that M25 is frequently assigned.

In graphs titled IFTs by Hour of Day, 2015 and 2016 (Items#7 and #8) the bell curve again matches closely with the other graphs. One exception is the significant increase seen in IFTs starting at approximately 2000 hours, peaking at 2300 hours and not subsiding until 0100 hours the next day.

Conclusion:

I believe the hours of assignment for the half-time medic unit should either be 0800 to 2000 hours or 0900 to 2100 hours. I don't think we should consider this medic unit as the primary for IFT assignments but instead be utilized as an added resource in an already strained system. I would not want the half-time medic unit to be assigned IFTs, especially long distance travel IFTs near the end of their shift as this could result in considerable overtime and morale issues for the crews.

The home station posting should be either in the Core or the West End where calls for service are higher and where future development is going to occur.

Criteria for staffing, training, equipment, and operational functions would be the same as those outlined in our advanced life-support ambulance contracts we have with our sub-contracting fire districts.

The fire district chosen to staff the half-time medic unit should have a proven history of being able to complete and process patient care reports, maintain assigned fleet-equipment/supplies and attend paramedic advisory, continuous quality assurance and medical advisory committee meetings. In addition, the cost of operating the medic unit along with the location where it will be stationed should also be considered.



## El Dorado County Emergency Services Authority

480 Locust Road  
Diamond Springs, CA 95619  
Tel (530) 642-0622 Fax (530) 642-0628  
[www.edcjepa.org](http://www.edcjepa.org)

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### Four Year Call Volume Report

#### Calendar year 2016

911 medical calls = 13,392. This is a 5.06% increase over calendar year 2015  
Inter-facility transports = 1,928. This is a 26.18% increase over calendar year 2015  
Move-up and Cover = 6,316. This is equal to calendar year 2015

#### Calendar year 2015

911 medical calls = 12,747. This is a 7.55% increase over calendar year 2014  
Inter-facility transports = 1,528. This is a 1.46% increase over calendar year 2014  
Move-up and Cover = 6,373. This is a 6.06% increase over calendar year 2014

#### Calendar year 2014

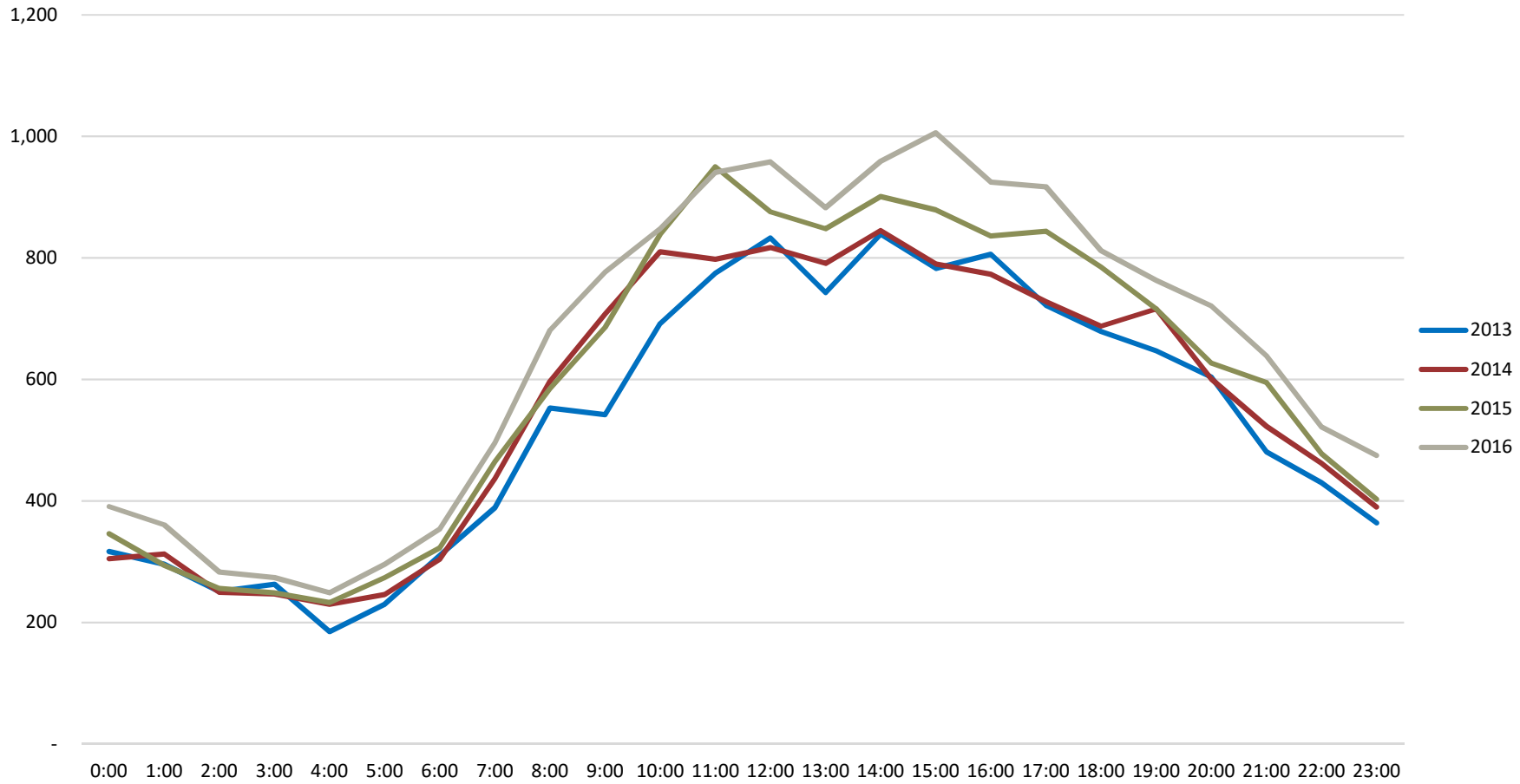
911 medical calls = 11,852. This is a 4.48% increase over calendar year 2013  
Inter-facility transports = 1,506. This is a 1.21% increase over calendar year 2013  
Move-up and Cover = 6,009. This is a 3.57% increase over calendar year 2013

#### Calendar year 2013

911 medical calls = 11,344  
Inter-facility transports = 1,488  
Move-up and Cover = 5,802

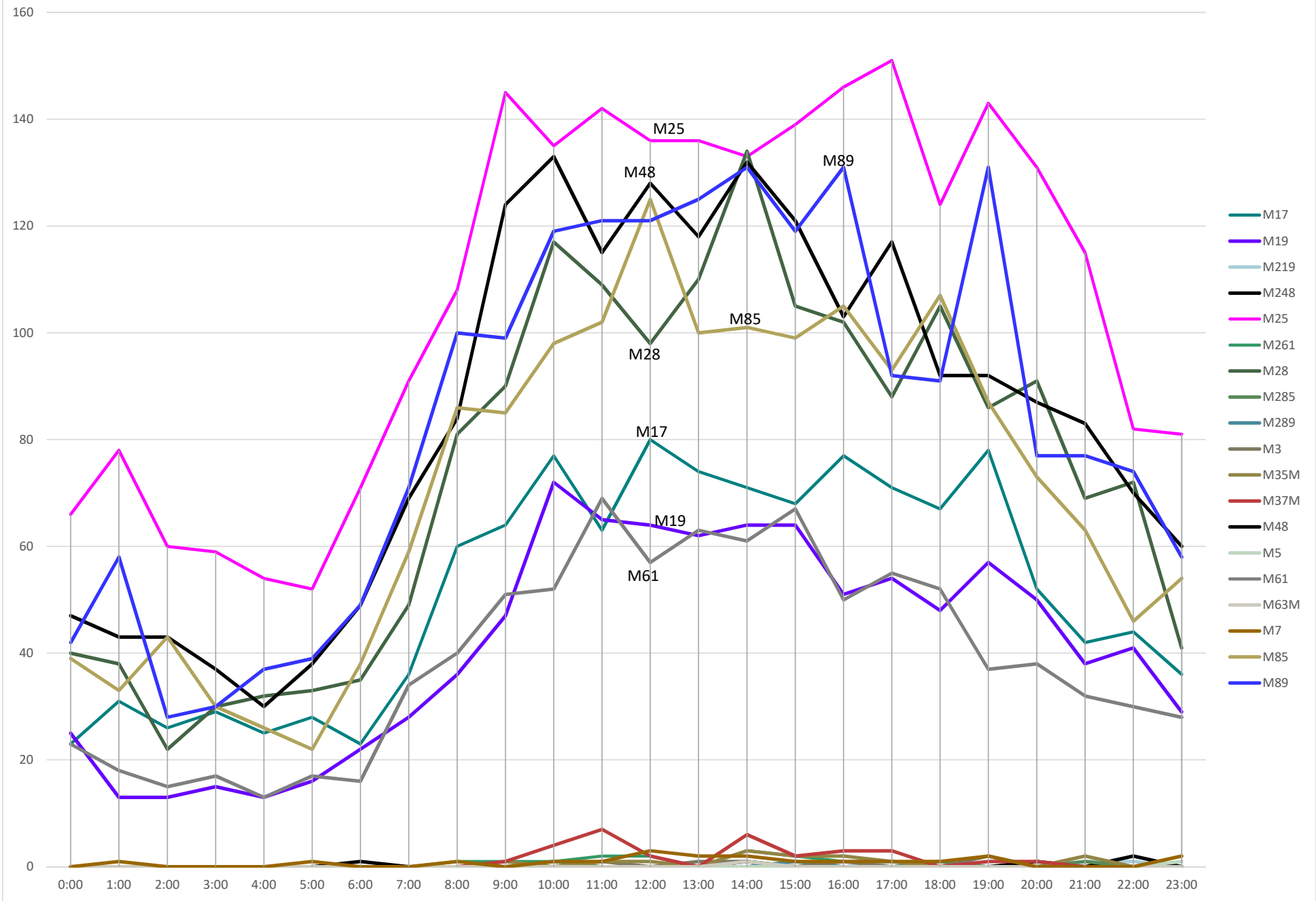
Since 2013, our 911 emergency medical calls have increased by 17.09%. Inter-facility calls have increased by 28.85% and move-up and cover assignments have increased by 9.63%.

### Hourly Utilization 2013 - 2016

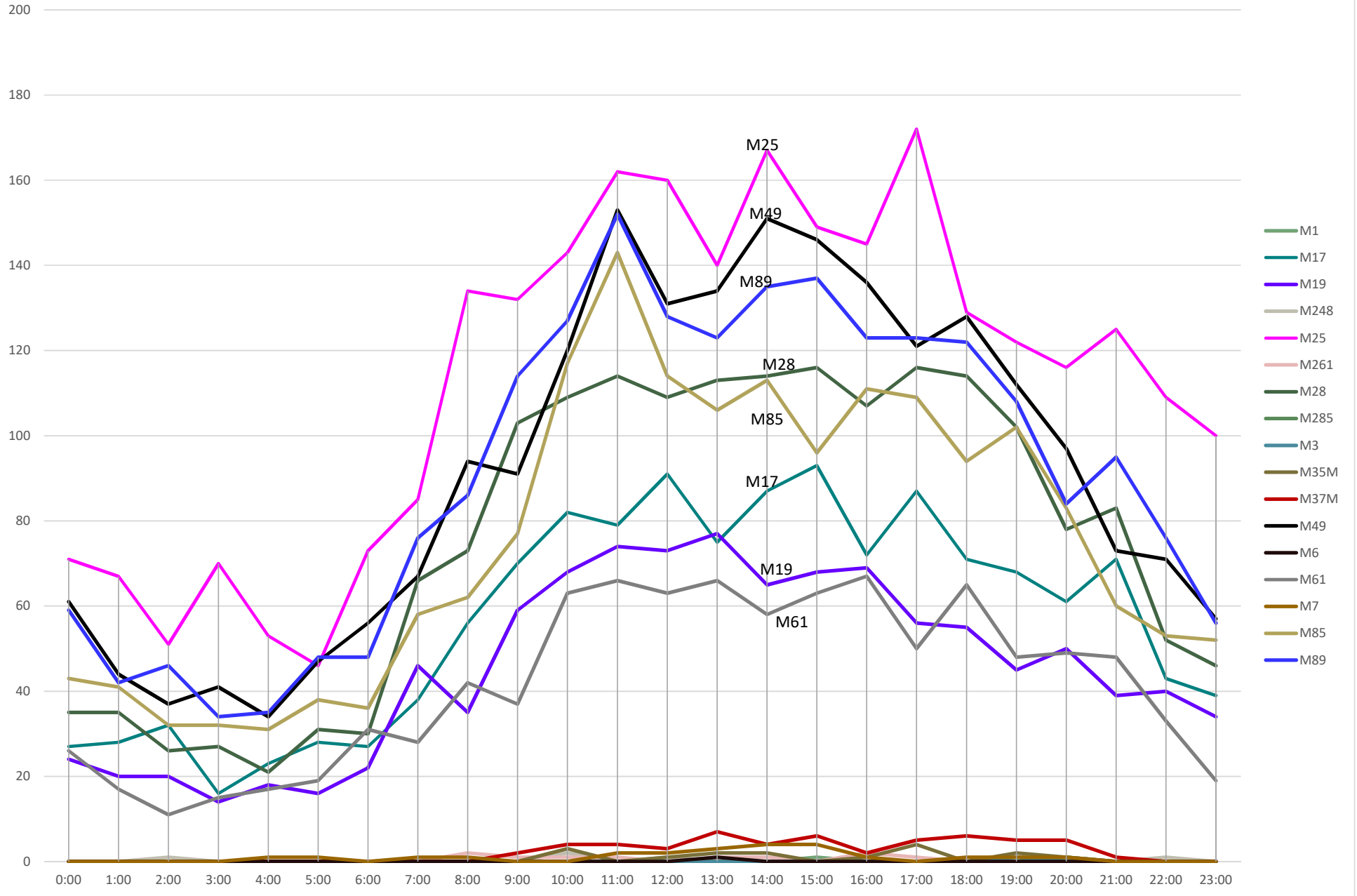




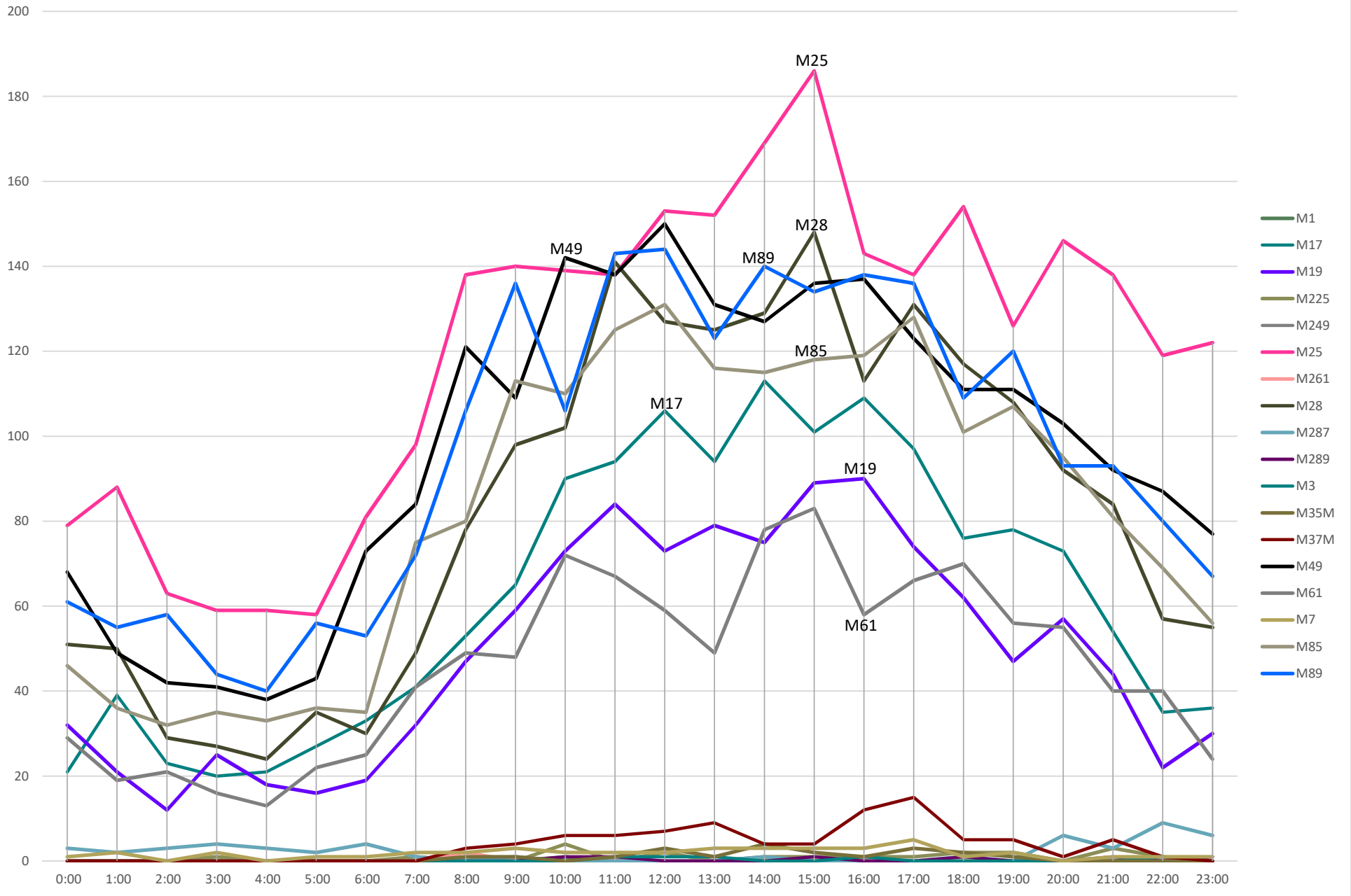
### Hourly Utilization 2014



### Hourly Utilization 2015

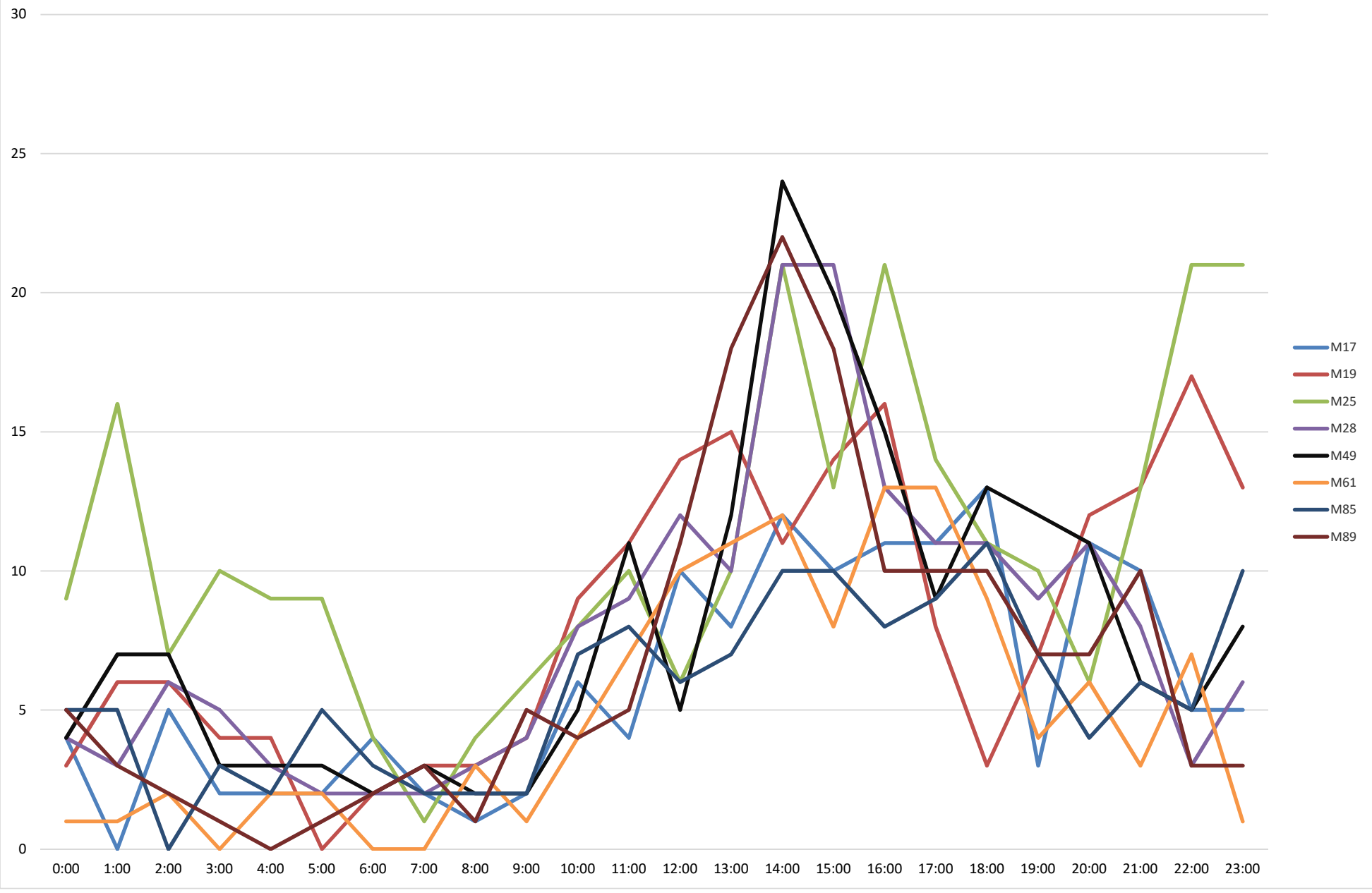


### Hourly Utilization 2016

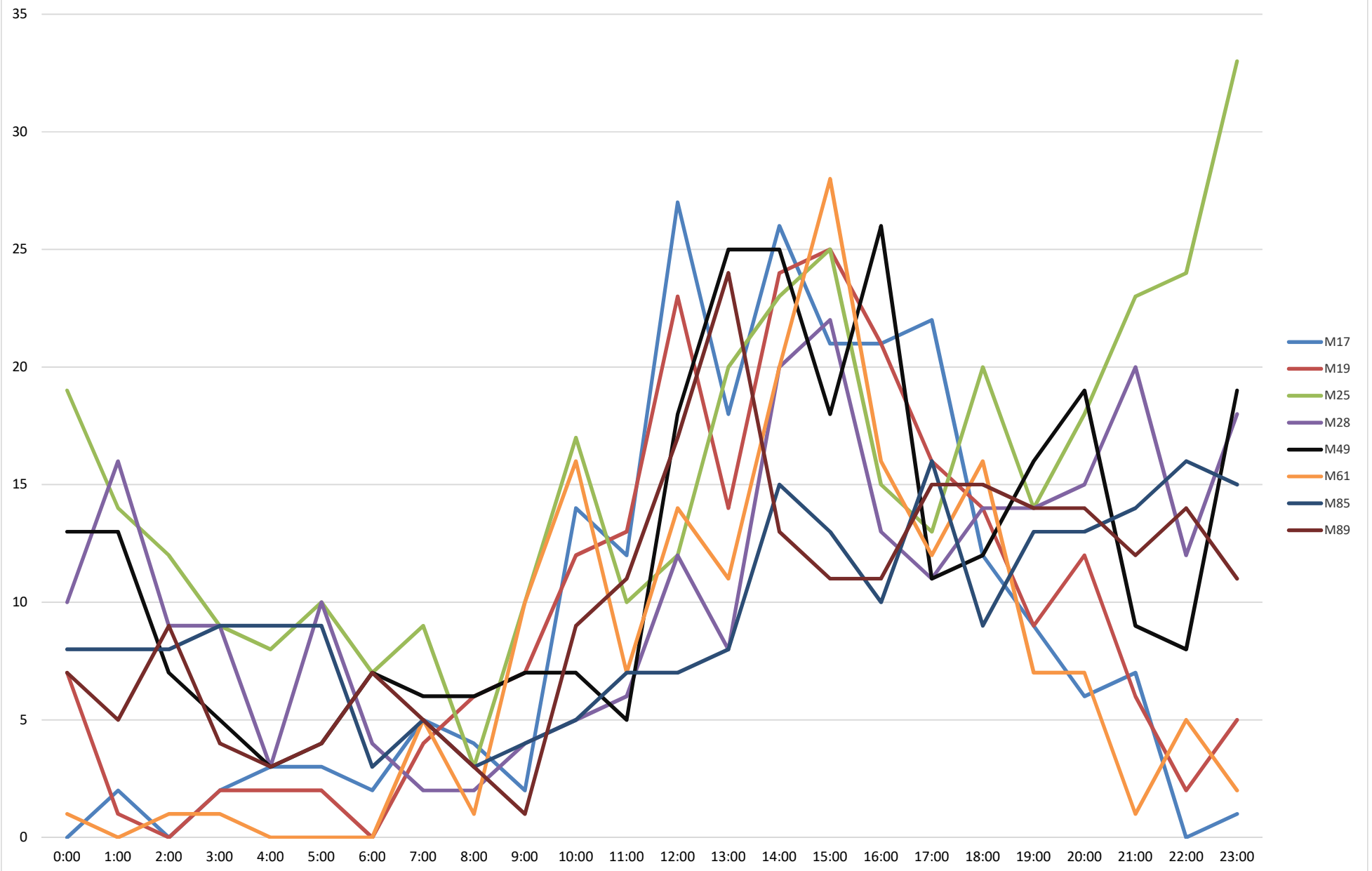




### IFTs by Hour of the Day 2015



# IFTs by Hour of the Day 2016



## PUBLIC HEALTH DEPARTMENT SURPLUS REQUEST

*Complete information below and forward form to:  
Public Health Executive Assistant at the Public Health Main Office*

From: Marty Hackett (JPA)                      Extension: 642-0622                      Date: 2.22.17

Approval: \_\_\_\_\_                      Date: \_\_\_\_\_  
*Division/Section Manager Signature*

Check Below if Green Tag	Provide Number if Gold Tag	Item Description (Include part number and serial number if available)	Condition (good/fair/poor)	Present Location	Identify CBO * Desiring Donation
JPA 223	N/A	2010, Dodge4500, 4x4 chassis (was an ambulance – box to be remounted on a new chassis)	Poor	Soon to be at a factory for the box remount. We recommend selling the old chassis to the remount manufacturer for a trade-in credit.	
		Vehicle has 167,000 plus miles on it. The vehicle is mechanically failing - not worth repairing and will soon unreliable as an emergency vehicle.			
		License: 1343246			
		VIN# 3D6WD6EL6AG120395			

\* I recommend the vehicle be sold to the remount manufacturer for a \$2,500 credit and avoid the cost of transporting the old chassis back here. The return cost could be as much as \$3,000 dollars.

## PUBLIC HEALTH DEPARTMENT SURPLUS REQUEST

*Complete information below and forward form to:  
Public Health Executive Assistant at the Public Health Main Office*

From: Marty Hackett (JPA)                      Extension: 642-0622                      Date: 2.22.17

Approval: \_\_\_\_\_                      Date: \_\_\_\_\_  
*Division/Section Manager Signature*

Check Below if Green Tag	Provide Number if Gold Tag	Item Description (Include part number and serial number if available)	Condition (good/fair/poor)	Present Location	Identify CBO * Desiring Donation
JPA 147	N/A	2009, Dodge4500, 4x4 chassis (was an ambulance – box to be remounted on a new chassis)	Poor	Soon to be at a factory for the box remount. We recommend selling the old chassis to the remount manufacturer for a trade-in credit.	
		Vehicle has 184,000 plus miles on it. The vehicle is mechanically failing - not worth repairing and will soon unreliable as an emergency vehicle.			
		License: 1279745			
		VIN# 3D6WD66L69G520399			

\* I recommend the vehicle be sold to the remount manufacturer for a \$2,500 credit and avoid the cost of transporting the old chassis back here. The return cost could be as much as \$3,000 dollars.





# El Dorado County Fire Prevention Officer's Association

501 Main Street, Diamond Springs, CA 95619

Business: 530-626-3190 Fax: 530-626-3188

## Agenda

February 16, 2017

Station 49 Conference Room

### Meeting Call to Order

### Roll Call: Sign In

### Pledge of Allegiance

**Approval of Minutes:** Approval of Minutes from January 2016 meeting.

### Approval of Agenda

**Treasurer's Report –** Balance \$3,520.65

### Correspondence or Communications

#### Agency Reports

El Dorado County Development Services  
El Dorado County Transportation Division  
El Dorado Irrigation District  
Cal Fire  
Fire Districts  
Fire Safe Council  
US Forest Service

### Education

#### New Business

1. Signal Service – Andy
2. Review Model Rocket Standard – Cox
3. Review By Laws
4. Review FPO Hand-Outs being distributed by Development Services – Silveira
5. County's adoption of Title 14 Fire Safe Regulations – Trout/Cox

#### Old Business

1. Fire Code Adoption Update
2. Investigation Trailer – Maintenance Costs – Tires - \$417.78

### Good of the Order

1. Archived Documents such as UBC's 1937-2007, NFPA Handbooks, IBC Handbook, SFM Interpretations available from Hugh Council – 530-626-8355 or 530-417-5139

**Next Meeting: March 16, 2017, 9:00 am**

**Cameron Park Community Services District  
Staff Report for February 2017**

**To:** Board of Directors  
**From:** Tina Helm, Recreation Supervisor  
**Re Item #2c:** Recreation Department Report  
**Recommended Action:** Receive and File

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**UPCOMING EVENTS:**

- Annual Easter Egg Hunt – April 15<sup>th</sup> – Rasmussen Park. Easter Bunnies arrive at 10am, hunt begins at 10:20am. There will be face painting, a bounce house and pictures with the bunnies. Event is for ages 10 and under.
- Community Clean Up Day – April 22<sup>nd</sup> – Camerado Middle School. Bring your unwanted treasures and trimmings to be dropped off at this event. Snowline Hospice will be there as well to collect gently used items and e-waste. Members of the Cameron Park Fire Explorer Program will be volunteering at this event. Event is from 8am to 2pm.
- Community Yard Sale – April 22<sup>nd</sup> – Community Center Parking Lot. Sell your items and earn some money for the summer. Spaces are in the parking lot. Event is from 8am – 12pm.

**WEBSITE/NEWSLETTER**

- Google Analytics – old website compared to new – please find the audience overview information from the date range of January 29, 2016 to February 23, 2016 and January 29, 2017 to February 23, 2017. Attachment A.
- The January newsletter for 2016 was sent out to 3,584 recipients through Mailchimp. The 2017 January newsletter was sent out to 3,441 recipients through Mailchimp. This is a decrease of approximately 4%. The information received from the Wedding Event will be added to the Mailchimp list.

**MOVIE NIGHT:** Activity report from this event attached – Attachment B

**DOUBLETAKE CONCERT:** Activity report from this event attached – Attachment C

**NEW UPCOMING PROGRAMS:**

March – Zumba for Kids & Parents, Chalk Style Painting Basics, and Guest Speaker for Senior Lunch Program the 1<sup>st</sup> Monday of the month. This month featured Tina Helm, Recreation Supervisor and Miranda Nelson, Marketing & Community Outreach Specialist on a presentation of the programs and activities that the CSD is currently offering for the Mature Adult Audience.

**MARKETING:**

- Recreation staff is spending a minimum of 15 minutes a day interacting through social media to promote programs and events within the community.
- As of March 8, 2017, there are 1,287(9 more than February) page “Likes” on Facebook, 681 (1 less than February) followers on Twitter and 239 followers on Instagram (17 more than February).
- Please find some of the PSAs of the recent events and activities held in February.
- Please find the MailChimp campaign information from the email newsletter for March.

**MEETINGS/TRAINING:**

- February 2<sup>nd</sup> – Staff attended YTRS meeting. Main topic of the meeting was Special Events with Subtopic of Camp-a-Palooza (Summer Kids Kamp Field Trip).
- February 7<sup>th</sup> – Staff met with Camerado Middle School Principal to discuss a variety of topics on how to better serve their community.

- February 8<sup>th</sup> – Staff met with Blue Oak Elementary School Secretary to discuss a variety of topics on how to better serve their community.
- February 14<sup>th</sup> – Staff met with Food Trucks of the Foothills to discuss a potential partnership for Trucks and Tunes.
- February 16<sup>th</sup> – Staff met with Cameron Park Community Foundation to discuss the Foundation, grants, and upcoming events
- February 22<sup>nd</sup> – Staff met with Sacto Mofo to discuss a partnership with the Trucks & Tunes event and a potential summer finale event in September.
- February 23<sup>rd</sup> – Staff met with Buckeye Elementary School Principal to discuss a variety of topics on how to better serve their community.
- February 24<sup>th</sup> – Staff met with SS/CP Chamber to discuss partnerships for upcoming events.
- California Park & Recreation Society (CPRS) Conference - Staff (Mary Cahill, General Manager; J. R. Hichborn, Parks Superintendent; Tina Helm, Recreation Supervisor and Miranda Nelson, Marketing/Community Outreach Specialist) attended the CPRS Conference in Sacramento on February 28<sup>th</sup>, March 1<sup>st</sup> and March 2<sup>nd</sup>. Tina Helm and Miranda Nelson volunteered part of their time for the conference and were able to go to selected sessions as attendees. J. R. Hichborn was registered for the Playground Safety course, which was a 2.5 day session. General Manager Mary Cahill attended the exhibition hall, met with some of our vendors and attended the Mayor’s Reception with Assemblyman Kevin Kiley and his Chief of Staff William Kolkey. CSD Board Member Margaret Mohr also attended the reception. Below is a summary of the activities attended by Tina Helm and Miranda Nelson.

**CPRS Conference – Tina Helm, Recreation Supervisor**

- RecTrac User Group Meeting in Folsom  
Vermont System has a newer version of RecTrac. It is RecTrac 3.1, Cameron Park is currently on 10.3V. The CSD will need to complete a migration process to transfer over from 10.3 to 3.1. Staff is researching the process for this
- Attended “Riding the Wave into the Future: Best Practices and New Ideas in Aquatics” by a panel of presenters.
  - **Swim Team Partnerships**  
Discussed similarities of the swim teams (rec and year rounds) – facility use, healthy lifestyle, diversity and fun. Discussed challenges – fees, contract, schedules, open communications, and budgets.
    - Takeaway: Working together and having open communication between staff, coaches and board.
  - **Proactive Surveillance**
    - Discussed ways of preventing drowning – swim test, rover in the water. Discussed cause and effect and communication. The goal is to prevent the rescue and move the person closer to the shallow water or out of the water if needed.
    - Takeaway: Utilize Critical Thinking Assessment Checklist for staff training.
  - **Team Building**
    - Discussed team development, build engagement, and teams working together.
    - Discussed aps to encourage engagement – Kahoot which is a game-based learning platform that leaves staff engaged and working together. QR codes were also used as a group activity to scan and answer conference related questions.
    - Takeaway: Utilize team building games for staff training.



- Attended “How to Work Time Management into your Schedule”. Presenter: Marie Knight, Director, City of Long Beach
  - Discussed strategies to make time to better manage your time.
  - Identify how to achieve better time management results through techniques that help clarify your priorities leading to more effective planning.
  - Create 6 steps to plan your week, then categorize them as personal or professional and determine what is urgent and what is not.
  - Takeaway: Staff will utilize this process to manage weekly and monthly schedules.
- Volunteered as a Room Host for “Developing an Evaluative Hiring Process for Seasonal Staff!” Presenter: Nicole Van Winkle, Recreation Manager, City of Colton
  - Evaluate your organization and open positions’ goals and whether the current process supports the mission of finding the best candidate for the job.
  - Assemble “real-life” exercises to thoroughly evaluate applicants for seasonal positions.
  - Discussed situations, who you are working with, hiring practices and recruitment.
  - Takeaway: Staff will use some of this information for interviewing summer applicants for seasonal positions.
- Volunteered as a Room Host for “How to Get Your People to do Their Flat Out Best”. Presenter: Jane Adams, Retired Executive Director of CPRS.
  - Distinguish the role values play in determining an organization’s culture and the impact that it has on employee behaviors & performances.
  - Complete a seven-step process to identify your personal values.
  - Narrow down what the 5 or 6 most important values are and write down 2 or 3 behaviors that best exemplify each value. Contemplate your list of values and behaviors for a few days, then review and get feedback. After using the list for a week or so, critically review it and finalize it.
  - Takeaway: Staff will use the 7 step process to find their values and use them to their benefit.

**CPRS Conference – Miranda Nelson, Marketing/Community Outreach Specialist**

- Attended Expo with General Manager Mary Cahill
- Attended Welcome Reception and networked with other California recreation professionals
- Attended “Workflow Automation: Improving the Customer Experience while Increasing Efficiency by Vahid Shababi from Perfect Mind”
  - How to update and automate programs to run as efficiently as possible.
  - Possibly automate contracts, facility rentals, and registrations to be fully online in the future.
  - Can automating payroll and timesheets to be more effective?
  - Takeaway: When staff updates the RecTrac system, some of these ideas, such as facility rentals, can be added into it so we can be more efficient.
- Attended “You are a Supervisor: Now Lead, Motivate and Appreciate!” By Jenni Worsham from City of Cypress
  - Learned how to motivate part-time staff to help them become the best staff members they can be.
  - How to motivate teams as a whole to work cohesively together.
  - Dissected how I am intrinsically motivated to become the best supervisor and lead those under me.

- Takeaway: Implement into Kidz Kamp a Leader of the Week, have team motivating sessions, and make sure to learn how to individually motivate each counselor.
- Volunteered as a Room Host for “What Keeps You Up At night: Silver Tsunami” by a panel discussion
  - Ways to market to Baby Boomers effectively.
  - Seniors prefer being called “mature adults” or “active adults better the “seniors”.
  - Find new programs that will continue to interest mature adults, not just “senior specific” programs.
  - Takeaway: Staff can implement a larger variety of mature adult friendly programs that are more fun and less age specific, but are still appropriate that age group. As a result, they can have better socialization.
- Volunteered as a Room Host for “What’s Hot in Sacramento: CPRS Legislative Update” by Pilar Alcivar McCoy, Nancy Matthews, and Douglas Houston
  - Learned about accessibility to assembly members and legislative members.
  - It is best to maintain ongoing relationships with the members through meet & greets and having them come to the parks to be able to have them help when we need it.
  - Learned how to articulate “how to affect state and national policy”.
  - Takeaway: It was informative but we are still learning the Legislative processes.

**Cameron Park Community Services District  
Facility Report February 2017**

**COMMUNITY CENTER:**

**February rental activities included:**

- Metro List
- Baby Shower
- Quincenera
- Renaissance Society Lecture

**Ongoing Rentals:**

- EDCAR (El Dorado County Association of Realtors) – weekly
- MADD – court mandated class – bi-monthly
- El Dorado Camera Club – monthly

Please find attached the scheduled rentals from July to February of Fiscal Years 2013/14; 2014/15; 2015/16 and 2016/17 compared to the rentals during the same time period. This comparison is for the auditorium/classroom rentals and does not include the gym.

	2013/14 Facility Rentals July 2013- June 2014	number of rentals	2014/15 Facility Rentals July 2014- June 2015	number of rentals	2015/16 Facility Rentals July 2015- June 2016	number of rentals	2016/17 Facility Rentals July 2016- June 2017	number of rentals
July	\$1,038.31	11	\$2,012.35	25	\$4,880.35	25	\$3,387.76	19
August	\$1,187.82	12	\$2,728.10	27	\$4,952.91	22	\$2,522.85	21
September	\$3,945.76	14	\$3,569.26	24	\$8,013.45	26	\$1,665.51	18
October	\$1,573.32	12	\$4,665.70	20	\$11,728.00 **	32	\$7,485.51	24
November	\$3,447.16	14	\$3,579.76	18	\$4,352.96	29	\$3,205.96	18
December	\$3,909.28	18	\$2,884.52	20	\$5,021.04	22	\$4,832.71	24
January	\$3,426.45	15	\$3,605.66	21	\$3,712.96	19	\$3,993.75	17
February	\$4,269.51	15	\$1,958.26	17	\$4,303.13	28	\$3,350.60	14
	\$22,797.61	111	\$25,003.61	172	\$46,964.80	203	\$30,444.65	155

Budget	\$53,300	\$35,000	\$36,750	\$38,588
Percentage of	43%	71%	129%	79%

<u>February 2016</u>	<u>Reservation Types</u>	<u>February 2017</u>
14 Meetings		7 Meetings
7 Training		1 Training
1 Baby Shower		1 Baby Shower
1 Memorial		1 Kitchen use with shower
3 Fundraisers		1 Quincenera
1 Kitchen use with Fundraiser		1 Kitchen use with Quincenera
1 Mandated Class		2 Events

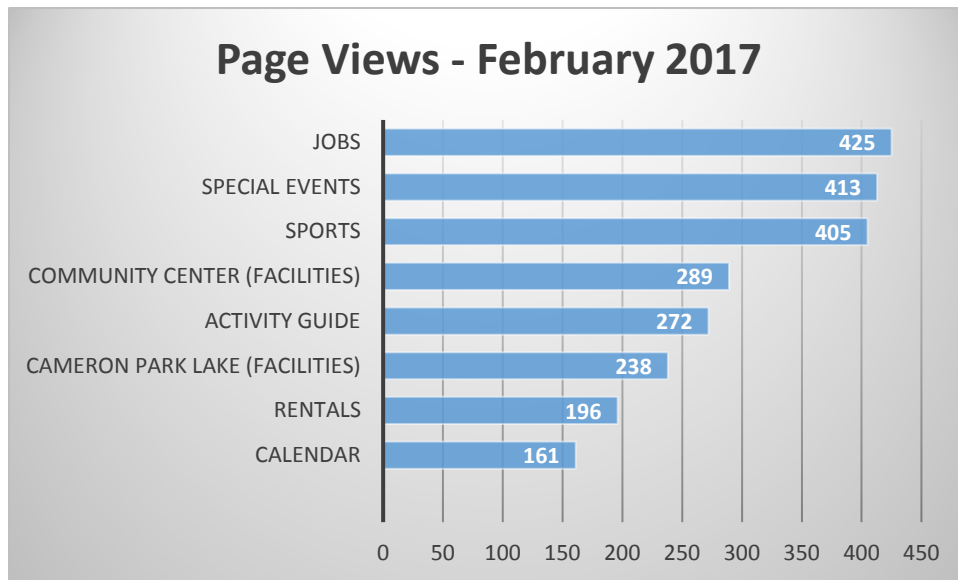
**\*\* October 2015 the facility was rented for a Film Production.**

## Summary of Google Analytics on the Cameron Park Community Services District Website

The information below compares the month of February 2016 to February 2017<sup>1</sup>.

Item	2016	2017	Difference
Sessions <sup>2</sup>	2,734	3,444	+26%
Users <sup>3</sup>	2,129	2,639	+24%
Pageviews <sup>4</sup>	5,671	7,401	+30%
Pages/Session <sup>5</sup>	2.07	2.15	+4%
Time Per Session <sup>6</sup>	1:38	1:39	0%

Below are the most visited web pages:



<sup>1</sup> This data is only for a partial month (February 2017) as data for the full month was not available when this report was written.

<sup>2</sup> A **“session”** is defined as “a group of interactions that take place on the website within a given time frame.” The session starts when a user enters the website and end when they leave.

<sup>3</sup> **“Users”** defines how many people came to the website. Where sessions are created any time someone comes to the website, this number is unique to the number of people that came to the website and will not increase if someone comes multiple times.

<sup>4</sup> The number of **pageviews** represents the overall number of times pages on the website have been viewed during the chosen timeframe. If a user navigates through a few pages during their time on the website, this number will increase every time they access a page.

<sup>5</sup> **Pages/Session** given an average representation of how many pages users visited during their time on the website.

<sup>6</sup> **Time per session** measures how long users spent on the website.

Cameron Park Community Services District  
**Activity Report**

**EVENT:** Free Movie Night – *Finding Dory*  
**LOCATION:** Cameron Park Community Center  
**ESTIMATED ATTENDANCE:** approx. 100+  
**SUBMITTED BY:** Tina Helm – Recreation Supervisor

**DATE:** Friday, January 6, 2017  
**TIME:** 6:00pm – 9:30pm

◇ <b>REVENUES:</b>	<b>\$ 256.00</b>
• Food Sales	\$ 256.00
◇ <b>EXPENDITURES:</b>	<b>\$ 216.28</b>
Marketing:	
• Flyers/posters (designed/printed)	\$ 65.69
• Road Signs	\$ 59.13
Supplies	
• Food/popcorn/hotdogs/ice cream	\$ 53.97
Staff/Contract:	
• Recreation/Maintenance/Part-Time	\$ 37.50
◇ <b>REVENUE:</b>	<b>\$ 39.72</b>

**Volunteers:**

Two volunteers were utilized, Nancy from the library and Bill from Friends of the Library. They helped with the food sales and the raffle items. They each worked for 2 hours. A total of 4 volunteer hours were utilized at the event.

**PROGRAM DESCRIPTION:**

The Cameron Park CSD partnered with the Cameron Park Friends of the Library to put on a FREE family movie night. The CSD provided the venue, screen, projector, and sold food – hot dogs, sodas, water, popcorn and some candy. The Friends of the Library provided the movie, "*Finding Dory*" that was presented. No entrance fee was charged. The doors opened at 6:00pm with the movie starting at 6:30pm. Viewers were invited to bring their own blankets, pillows, and chairs. The viewing area was first-come/first-serve, where participants chose where they set up. We had lines for the food so we started the movie a little later than 6:30pm. We had 4 Finding Dory calendars that were raffled off at the end of the movie.

**SUPPLIES AND RESOURCES:**

Supplies utilized included popcorn, popping oil, sodas, water, hot dogs, ice cream and candy, napkins, cups, spoons, and bowls. The food was prepared in the kitchen and served by the kitchen door towards the back of the room. A popcorn machine was borrowed from the Shingle Springs/Cameron Park Chamber of Commerce. The movie was supplied by the CP Library.

Flyers and posters were distributed to local businesses, groups, schools and the Library. PSAs and flyers were sent to the Mountain Democrat, Cameron Park Life, Sacramento Bee, The Windfall, The Clipper, Senior Times, Around Here

Magazine, and Style Magazine. Flyers were put up at local businesses and announcements were posted in the CSD monthly Newsletter, and on CSD social media outlets - Facebook, Twitter and Instagram. The event was posted on all of the local Chamber of Commerce event calendars as well as many other calendars.

**EVALUATION:**

The movie was well received and everyone enjoyed it. Some came with very elaborate seating, sleeping bags, bean bag chairs and more... The food sales were great. We ran out of buns, and other supplies so staff went to get some more items once the movie started. All food was sold for \$1 – hot dogs, popcorn, ice cream, candy & drinks.

As the event was free, we did not know what the turnout would be. There were over 100 people that attended the event. I believe the FREE movie made the difference.

Suggestions for the next movie event:

- Start the movie on time.
- Have food ready so lines are not so long. A few more volunteers in the kitchen would be beneficial.
- Continue with the kid friendly movies.

**ATTACHMENTS:**

- Flyer

Cameron Park Community Services District  
**ACTIVITY REPORT**

**EVENT:** Doubletake Concert**DATE:** Saturday, January 21, 2017**LOCATION:** Cameron Park Community Center**TIME:** 6:00pm – 9:00pm**ESTIMATED ATTENDANCE:** 90**SUBMITTED BY:** Tina Helm - Recreation Supervisor**◇ REVENUES: \$ 1,593.00**

- Food Sales (Snack Plates) \$ 59.00
- Tickets (\$18ea, (2) for \$34) \$ 1,414.00
- Tickets (DOOR) (\$20ea) \$ 120.00

**◇ EXPENDITURES: \$ 1,544.03**

Contract:

- Entertainment \$ 1,200.00

Marketing:

- Banners/Street Signs \$ 169.38
- Flyer Design \$ 45.00
- Flyers \$ 37.63
- Tickets \$ 25.80

Supplies:

- Items for snack plates \$ 34.97

Staff/Contract:

- Recreation/Maintenance/Part-Time \$ 31.25

**◇ REVENUE: \$ 48.97****VOLUNTEERS:**

3 volunteers – Cameron Park Community Foundation = 3.0 hours = total of 9 hours.

**PROGRAM DESCRIPTION:**

The Cameron Park Community Services District Concert Series is put on by the District for community members to attend local shows hosted by the CSD for an inexpensive cost. The band featured was The Ely Brothers and the Doubletake Band. "DOUBLETAKE" is a premiere 50s and 60s Rock and Roll Tribute band. "DOUBLETAKE" is made up of Lead Guitar, Bass Guitar, Keyboards, Drums and features Identical Twin Performers, Rob and Mike Ely, (hence the name "DOUBLETAKE"), on lead and harmony vocals.

**SUPPLIES AND RESOURCES:**

Items for the food plates included: assorted cheeses, crackers, fruit, cookies, and paper plates.

Flyers and posters were distributed to local businesses, groups, schools and the Library. PSAs and flyers were sent to the Mountain Democrat, Cameron Park Life, Sacramento Bee, The Windfall, The Clipper, Senior Times, Around Here Magazine, and Style Magazine. Flyers were put up at local businesses and announcements were posted in the CSD monthly Newsletter, and on CSD social

media outlets - Facebook, Twitter and Instagram. The event was posted on all of the local Chamber of Commerce event calendars as well as many other calendars.

**EVALUATION:**

The concert was not as well attended as some of the others. Seating was set up for about 100 people. One group of 15 had requested the front row be reserved so that was honored. The show was well received by the audience. The Ely Brothers put on a great show and engaged with the audience. The band was very easy and pleasant to work with and handled all set-up and takedown of band and sound equipment.

The question was asked at the beginning of the announcements – Is this your first time at the Community Center?? About 25% of the audience had never been to the Center. Sponsors were acknowledged as well during the announcements.

Tickets were sold throughout the community at the Cameron Park CSD Office, Bel-Air, Shingle Springs/Cameron Park Chamber of Commerce, and online at [www.showclix.com](http://www.showclix.com). Customers who purchased tickets commented on seeing the information in the Cameron Park Life, The Clipper, Windfall, Mountain Democrat, road signs, the CSD Newsletter, and the District’s social media pages.

Before and during the show, snack plates were sold as well as sodas and water. The Foundation sold beer and wine.

Staff suggestions for next year:

- Continue to look for acts that fit in with the dynamics of the local community that attract high volume.
- Continue with the saturation of advertisements.

**ATTACHMENTS:**

- Flyer



# Placerville Recreation and Parks

## Save the Date

by JULIE BURNSIDES

Bring the kids out for Placerville Recreation and Parks' annual **Spring Fishing Derby and Casting Contest**.

Thanks to the El Dorado County Fish and Game Commission, Lumsden Park's pond will be full of rainbow trout just in time for the festivities. Awards for the longest fish are given to each age

group, and children can also show their skills in a casting contest, sponsored by the Placerville Lions Club. When the fish have stopped biting for the day, little ones can grab a free hot dog and soda, compliments of the Placerville Kiwanis Club.



The entire event is free, and no advance registration or fishing licenses are required. Just bring your child's pole and some bait. Rain or shine, don't let this great family event be the one that got away!

### DETAILS

**WHEN:** April 8

**TIME:** Fishing times are from 9-11 a.m. (grades 2 and under) and 11 a.m. to 1 p.m. (grades 3-8)

**WHERE:** Lumsden Park, Placerville

For more information, visit [cityofplacerville.org](http://cityofplacerville.org) or call 530-642-5232.



## CATCH ALL

### El Dorado County Poetry Out Loud Finals

The Poetry Out Loud recitation contest was created by the Poetry Foundation and the National Endowment for the Arts under then chairman Dana Gioia, who is now California's poet laureate. Currently, the contest is administered in partnership with the State Arts Agencies of all 50 states, and has grown to reach over three million students from 10,000 schools. The program encourages high school students to learn about great poetry, and helps them master public speaking skills, build self-confidence, and learn about literary history and contemporary life. There are cash prizes for the winners, a stipend to the winners' schools for poetry book purchases and all-expense-paid trips to Washington D.C. for the national finals, where \$50,000 in prizes are awarded annually. This year's **El Dorado County Poetry Out Loud Finals**, where local high school champions will compete to advance to the finals, are at Imagination Theater on February 7 from 7-9 p.m. (doors open at 6:30 p.m.). Interim Poetry Out Loud Coordinator Caitlin Thompson says the best part is "watching the students bring the emotion and power of poetry to life as they help the audience connect to the poem they have striven to understand and embody and convey."

—Tara Mendanha

### DETAILS

**WHEN:** February 7

**TIME:** 7-9 p.m. (doors open at 6:30 p.m.)

**WHERE:** Imagination Theater, 100 Placerville Drive, Placerville

For more information, visit [eldoradoartscouncil.org/poetry-out-loud](http://eldoradoartscouncil.org/poetry-out-loud)

## Cameron Park Community Services District

### Fun in February

by TINA HELM

The Cameron Park Fire Department's annual **Crab Feed**—featuring music, a raffle, auction and plenty of crab—is on February 18 at the Cameron Park Community Center. Doors open at 5 p.m. and tickets are available at Station 89 (3200 Country Club Drive).

Don't miss **Affair of the Heart** on February 21 from 4-7 p.m. at the Cameron Park Community Center. This public health event is co-sponsored by Marshall Medical Center and the Cameron Park CSD and features guest speakers, health screenings, healthy food sampling, wine tasting, vendors and more.

Admission is free; RSVP at [affairoftheheart.eventbrite.com](http://affairoftheheart.eventbrite.com).

On February 26, **It's a Wedding Affair**—a special event designed for brides of every style, where they can meet and mingle with the area's most experienced wedding professionals (florists, photographers, caterers, cake

makers and more)—takes place from 10 a.m. to 2 p.m. at the Cameron Park Community Center. Admission is free, but brides must pre-register online to be entered in the giveaways.

American singer-songwriter **Lacy J. Dalton** is performing hits from the '80s, '90s and '00s on March 4 at the Community Center. Doors open at 6 p.m., and the music starts at 7 p.m. Purchase pre-sale tickets at Bel Air in Cameron Park, the Shingle Springs/Cameron Park Chamber of Commerce, the CSD office or online at [showelix.com](http://showelix.com).

February classes for younger ones include **ballet, hula, sewing and gymnastics**; for the older ones, **yoga, tai chi, Zumba, ballroom dance, classical guitar and jewelry-making** is available.

Ages 11-15 are encouraged to **become a competent and responsible babysitter**—as they learn home and fire safety (CPR not included), emergency preparation and first aid, along with age-appropriate activities—at a class on February 20 from 9 a.m. to 1 p.m.

Mature adults can head to the **50+ Room** on Tuesdays and Thursdays from 10 a.m. to 4 p.m. for activities like Mexican train, pinochle, mahjong and bridge.

The UCCE Master Gardeners' first class of the year, "**Small Garden Spaces**," is on February 8 from 9 a.m. to noon. Master Gardener Mike Pavlick will cover site location, design, raised bed options, container gardening and other methods that will allow anyone to have a vegetable garden in a small backyard setting.

For a complete list of programs and events, visit [cameronpark.org](http://cameronpark.org) or call 530-677-2231.



# February events go straight to the heart

## Cameron Park Community Services District

News release

Love is in the air this month and events within the Cameron Park Community Services District celebrate love and community.

### Special events

The Cameron Park Fire Department is holding its annual crab feed on Saturday, Feb. 18, at the Cameron Park Community Center. Doors open at 5 p.m. Enjoy delicious crab, music and participate in the raffle and silent auction to support the fire department. Tickets are available at Station 89, 3200 Country Club Drive. Call (530) 677-6190 for more information.

The fifth annual Affair of the Heart will be held at the Cameron Park Community Center from 4 to 7 p.m. on Tuesday, Feb. 21. This public health event is co-sponsored by Marshall Medical Center and the Cameron Park CSD. The event features guest speakers, health screenings, healthy food sampling, wine tasting, vendors and more. Admission is free.

Love is in the air. On Sunday, Feb. 26, the CPCSD hosts the sixth annual It's a Wedding Affair, a special event designed for brides of every style. Meet the area's most experienced wedding professionals — florists, honeymoon destinations, party rentals, photographers, catering, dessert tasting and more. The event will be from 10 a.m. to 2 p.m. at the Cameron Park Community Center. Entrance is free. Brides: Pre-register online to be entered in the giveaways.

Lacy J Dalton, an American singer and songwriter with hits through the 1980s, '90s and 2000s, will perform on March 4 at the community center. Doors open at 6 p.m. and music starts at 7 p.m. Presale tickets are \$18 each, two for \$34 or \$20 each at the door. Tickets can be purchased at Cameron Park Bel Air, Shingle Springs/Cameron Park Chamber of Commerce, at the CSD office or online at showclix.com.

### Classes

Activities in February include classes for youth/teens: ballet, hula, beginning tap dance, sewing and gymnastics. Want to learn to be a babysitter? Have fun becoming a competent and responsible babysitter. Home and fire safety (CPR not included), emergency preparation and first aid will be included, as well as age appropriate activities/child development, in a four-hour class scheduled from 9 a.m. to 1 p.m. on Monday, Feb. 20; ages 11 to 15 are encouraged to attend.

For adults: toga, Tai Chi, Jazzercise, Zumba, ballroom dance, classical guitar, Clearing the Path to Lasting Weight Loss, create photo memory books and jewelry making. Pickleball lessons are also available and adult softball (ages 18 and older) will continue this summer. Now is the time to coordinate your teams and sign up. Men's teams will be playing on Monday and Tuesday nights and co-ed teams on Thursday nights. Registration packets are available at the CPCSD office and on the website.

Tennis classes for youth continue this month and adults start in March.

A variety of activities and programs for mature adults is scheduled on Tuesdays and Thursdays from 10 a.m. to 4 p.m. in the 50+ Room at the community center.

Train, chair exercise, pinochle, Short Story Discussion, mahjong and bridge. Play bingo the second Tuesday of the month (Feb. 14) from 1 to 3 p.m. There are different activities each week so be sure to look online at the Mature Adults Calendar.

### Community center programs

Important legal issues will be discussed at the Do You Need Estate Planning class from 6 to 7:30 p.m. on Tuesday, Feb. 7. Topics will include wills, living trusts, special needs trusts, durable power of attorney and more. Do the paperwork now to preserve the maximum amount of wealth possible for your loved ones.

Kids can get excited about gardening at the Recycled Tin Can Bird Feeder class from 10 to 11 a.m. on Wednesday, Feb. 8. They will create a fun bird feeder out of used cans and learn about local birds at the same time.

The UCCE Master Gardeners will host a Small Garden Spaces class from 9 a.m. to noon on Wednesday, Feb. 8. Master Gardener Mike Pavlick will cover site location, design, raised bed options, container gardening and other methods that will allow anyone to have a vegetable garden in a small, backyard setting.

At 1 p.m. on Wednesday, Feb. 8, Kris Adams from

■ See **EVENTS**, page A4

## SHINGLE SPRINGS DENTAL

4200 Mother Lode Drive, # A  
Shingle Springs

- Compassionate
- Experienced
- Innovative
- Trusted

**New Patients Welcome**



**Dr. Boyechko, DMD**

Dr. Boyechko taught at OHSU and UCLA Dental Schools for 11 years.

- Dentures
- Crowns & Bridges
- Implants, and much more...

(530) 672-1616

# February Event Calendar Hug Your Valentine!

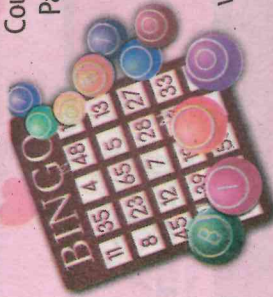
## February 14 - Bingo!

From 1pm to 3pm, Bingo is played the 2nd Tuesday of every month at the CCSD, 2502

Country Club Dr., Cameron Park. \$3 for 2 cards; \$1

each additional card. No more than 4 cards total.

Call (530) 677-2231 for additional information, or visit [www.cameronpark.org](http://www.cameronpark.org).



## February (Fridays to Sundays) – CP Rotary Club Observatory

From 8:30pm to 10:30 pm, weather permitting, the observatory is open to the public on weekend evenings. Trained docents show the many celestial wonders of the universe through two 14-inch telescopes. Folsom Lake College, El Dorado Center, Campus Drive (continue through the back parking lots to the left of the observatory gate). For info and closure updates, call (530) 642-5621, Ext. 9.

## February 14 – Valentine’s Day Carriage Rides

Tuesday, February 14th, from 5:00-9pm at El Dorado Hills Town Center. Enjoy a romantic horse-drawn carriage ride through the streets of Town Center. Riders will receive a special Valentine’s Day rose. Sign-ups and loading will take place in front of Bistro 33. Proceeds benefit the 35Stands Global Foundation. Rates are \$15/couple, \$20/for 3; or \$25 for a family of 4 or more. For information, please visit [www.edhtowncenter.com](http://www.edhtowncenter.com).

## February 18 – CP Fire Department Crab Feed

Saturday, from 5:00pm to 7:30pm, at the Cameron Park CSD. Serving Oregon crab and drinks, plus raffle prizes are featured,

with lots of fun for a great

time! Tickets are \$45 and can be

purchased at the Cameron Park

Fire Station #89, located

at 3200 Country Club

Drive in Cameron

Park. All proceeds go

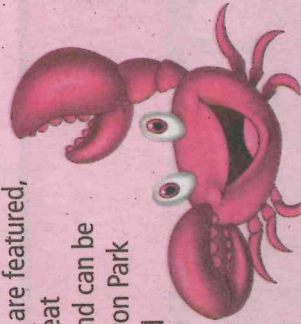
to the Cameron Park

Firefighter’s Association to

help with equipment purchases to better serve the

community. For more information, call (530) 677-

2231 or visit [www.cameronpark.org](http://www.cameronpark.org)



## February 26 – It’s A Wedding Affair

FREE pre-registration at <https://www.eventbrite.com/e/its-a-wedding-affair-cameron-park-bridal-show-tickets-29291955026>!

Calling all brides to be, mothers of the bride, wedding coordinators, bakers, jewelers, florists, and more! This is your one-stop-experience to meet the area’s most experienced wedding professionals and get every aspect of your wedding planned. Whether it’s gowns, florists, honeymoon destinations, DJ’s, party rentals, photographers, videographers, catering and more, this is the place to be! VENDOR SPACES AVAILABLE. For more information, call (530) 677-2231 for additional information, or visit [www.cameronpark.org](http://www.cameronpark.org).

## 3rd Saturday Art Walk - Placerville

Main Street galleries and merchants host changing art shows and late night shopping every third Saturday of the month. Demonstrations, refreshments, music and more. For information please call 530-672-3436.

## March 4 – Concert Series: Lacy J. Dalton

Come and enjoy country hits through the 80’s, 90’s, and early 2000’s sung by country singer and songwriter, Lacy J. Dalton. Doors open at 6:00pm, and the show begins at 7:00pm. Advance tickets are \$18, or two for \$34. Tickets are also available at the door for \$20 each. Pre-purchase tickets at the CSD office, Cameron Park Bel Air, Shingle Springs/Cameron Park Chamber office, or online at [www.showclix.com](http://www.showclix.com). For info, call (530) 677-2231.

## February 21 – Affair of the Heart

Join Marshall Medical Center and the Cameron

Park CSD from 4:00-7:00 pm for this

year’s public health event at the

Community Center. Included are

guest speakers, health screenings,

healthy food sampling,

wine tasting, instructor

demonstrations, vendors, and

more! Admission is FREE! Call

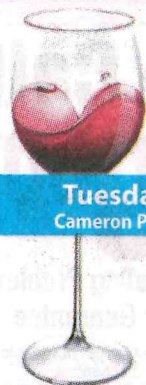
(530) 677-2231 for additional

information, or visit [www.cameronpark.org](http://www.cameronpark.org).

information, or visit [www.cameronpark.org](http://www.cameronpark.org).



# C'mon! El Dorado County is Calling! Events & Social Gatherings



## Affair of the Heart

A FREE event focused on heart health

Tuesday, February 21, 2017 • 4:00 PM - 7:00 PM  
Cameron Park Community Center • 2502 Country Club Dr., Cameron Park

### JOIN US FOR

- |                        |                   |   |
|------------------------|-------------------|---|
| Educational Sessions   | Healthy Bites     | PRESENTED BY<br> |
| Cooking Demonstration  | Boutique Shopping |   |
| Free Health Screenings | Wine Tasting      |   |
| Exercise Demos         | Please Carpool    |   |
- RSVP at [affairoftheheart.eyentbrite.com](http://affairoftheheart.eyentbrite.com)



## Free It's A Wedding Affair

Sunday, February 26, 10am - 2pm, Cameron Park Community Center  
Get all aspects of your wedding planned in a fun and relaxing atmosphere! This wedding show is designed for brides of every style! Brides, please pre-register to be placed into the drawing.



## Cameron Park Community Services District

2502 Country Club Drive • Cameron Park

677-2231

Over 200 Classes! Instructor Opportunities Available

[www.cameronpark.org](http://www.cameronpark.org)

## Upcoming Classes

- NEW Beginning Tap Dance
- Kids Sewing
- Super Sitters Class
- Jewelry Making Class
- Closet Makeover
- Social Security



# community events

Continued from page 19

education. For more info call Marsha Herrick 530-626-3438 or [oherrick@sbcglobal.net](mailto:oherrick@sbcglobal.net). Applications are due by March 1, 2017.

### UCCE Master Gardeners of El Dorado County

**Pruning for Next Years' Fabulous Rose Display**, 2/25, Free class, 1-3pm, Sherwood Demonstration Garden, 6699 Campus Drive, Placerville. Call for info, 621-5512 or visit <http://cecentralsierra.ucanr.edu>.

### Sierra Wildlife Rescue

**Squirrels**, 2/25, 1-3pm. All classes are held at SWR's Wildlife Center, 771 Pleasant Valley Rd., Diamond Springs. Classes are FREE to SWR members; a \$5 donation is

requested from the general public, or you can join SWR as a member at the class. Please make reservations by calling Barbara at 530-621-2650 or emailing her at [barbaraewing@cal.net](mailto:barbaraewing@cal.net). Additional information is available at [www.sierrawildliferescue.org](http://www.sierrawildliferescue.org).

### CP Community Events

**Kid's Sewing**, 2/18, 9am-12pm at the CSD Community Center, \$47/\$42 with CPRD; **Affair of the Heart**, 2/21, 4-7pm, Cameron Park Community Center; **Wedding Affair**, 2/26, 10am-2pm, Cameron Park Community Center; **Speaker Series: Legal Bucket List for Retirees**, 3/3, 12:45pm, Cameron Park Community Center; **Concert Series: Lacy J. Dalton**, 3/4, 6-9pm, Cameron Park

Community Center. The CPCSD has many classes/programs for all ages available as well including Dance, Tumbling, Cooking, Hula, Truffles, Yoga, Furniture Painting, Jazzercise, Karate/Taekwondo, Cardio Barre, Super Sitters, Jewelry, Zumba and more. For a list of days and times or for more information, please visit [www.cameronpark.org](http://www.cameronpark.org) or call 530-677-2231.

### Imagination Theater

**Alice's Adventures In Wonderland** runs through 2/26/17. **Tuna Does Vegas** opens 3/17/17 and runs through 4/2/17. Imagination Theater is located in the El Dorado County Fairgrounds. For more info call 642-0404 or visit [www.imaginationtheater.net](http://www.imaginationtheater.net).

# PROSPECTING

ts, entertainment and everyday life

## ay 'I do' to It's A Wedding Affair

**McNeilly**  
writer

This Sunday, Feb. 26 the Cameron Park Community Services District is hosting It's A Wedding Affair from 10 a.m.-2 p.m. at Cameron Park Community Center, 2502 Country Club Drive in Cameron Park.

The annual wedding show features vendors for every aspect of wedding planning, including dressmakers, florists, photographers, caterers and more. It's a great opportunity for anyone planning a wedding to meet with a wide variety of local professionals all in one place. Be sure to arrive on time as dessert tables will be available from the vendors.

Many popular vendors are returning from last year, including Vilt Cakes and Rustic Tails. Dresses, flowers, and decor are all vitally important, of course, but music is an integral part of the wedding experience. Just ask Rory Huber, DJ Rockalot, one of the vendors signed up for Sunday's wedding show.



Rory Huber, center, aka DJ Rockalot is one of the many vendors who will take part in It's A Wedding Affair at the Cameron Park Community Center, 2502 Country Club Drive in Cameron Park. His clients include many happy couples like the ones in the photo.

Courtesy photo

### by rocks

Huber has been a professional since 1987 but he started mixing records when he was in 11 grade. While his classmates used foursquare or climbed on monkey bars at recess, he would set up a turntable and play his favorite K-tel records for the on the yard.

It was a natural progression for him to become a professional DJ. He was living in Tahoe at the time. Taking the moniker DJ Rockalot, he played several times a week at clubs and performed at weddings on

### Technical side

"I used to carry 12 crates of vinyl to make sure I had something for everyone," he said. "Now I have 40,000 songs on my laptop."

When asked about his favorite style of music, Huber couldn't decide.

"I like it all," he said. "I listen to country, rock and roll, top 40, techno and dance music ..." A self-professed gear nerd, Huber has plenty of audio equipment to bring his vast music collection to life.

Huber says he primarily focuses

his business comes from referrals and word of mouth. Before a wedding he likes to meet with the bride and groom as well as members of the wedding party to get a sense of what music they like and sometimes more importantly, what they don't like. He encourages wedding parties to put together a "Do Not Play" list for him, in addition to their requests for specific moments in the festivities.

"Nowadays with YouTube and the internet there are so many lists out there. People choose all kinds of stuff," he said. With a laptop full of tunes, he's ready for

At one memorable wedding, Huber recalled that the members of the bridal party picked out their own theme songs and choreographed dance routines for their entrances. As each pair came in he transitioned seamlessly into their selected pieces of music, creating a live mix while the bouncing bridesmaids and exuberant groomsmen shimmied down the aisle and into their places.

Over the years Huber has developed a talent for reading the crowd. He'll notice which tracks are getting toes tapping

# BAGK PAGES

**KNIFE & FORK PUBS & CLUBS ON THE WINE**

Cameron Park Community Services District Proudly Presents



## Cameron Park Concert Series

### Lacy J Dalton

An American country singer and songwriter with a number of hits through the 1980s, 1990s, and 2000s

**Saturday, March 4, 2017**

Doors open at 6pm, Concert starts at 7pm

2017  
NACMAM Hall of Fame Inductee  
(North America Country Music Associations, Int'l)

Beverages and snack plates will be available for sale.

Advance tickets for \$18 or 2 for \$34; \$20 at the door. Tickets available at CP Bel Air, SS/CP Chamber of Commerce, CP District Office, and online at [www.showwelfx.com](http://www.showwelfx.com). For more information call (530) 677-2231 or visit [www.cameronpark.org](http://www.cameronpark.org).



El Dorado County Chamber of Commerce

**Friday March 10 11 am - 1 pm**

## Business Awards Luncheon

Several businesses will be honored at this event. Included in the afternoon's program will be a State of the County address.



Cold Springs Golf Course & Country Club • 6500 Clubhouse Dr., Placerville  
Cost is \$30 (\$50 for non-members) Reservation required

**FOLLOWED BY**

**Free Admission**

**Giveaways**

Planning an Event?  
Sample delicious Food & Wine!  
Food & Wine Tasting  
Retail Sales



**Friday March 10 4 pm - 8 pm**

**El Dorado County Fairgrounds**  
Forni Building,  
100 Placerville Dr., Placerville

For more information or to reserve a booth contact the El Dorado County Chamber of Commerce/  
Economic Development Corp of EDC (530) 621-5885 or [www.eldoradocounty.org](http://www.eldoradocounty.org)

**SPONSORS:** El Dorado Irrigation District • Union Bank • Mountain Democrat County Office of Education • Baja Limo • Imagination Theater • Los Pinos Restaurant  
**CHAMBER CHAMPIONS:** AT&T • Sierra Pacific Industries • El Dorado Disposal • Wells Fargo Parker Development Company • PG&E • Mountain Democrat • Red Hawk Casino  
Shingle Springs Band of Miwok Indians • Western Slope Health Center

# March 2017

Sent

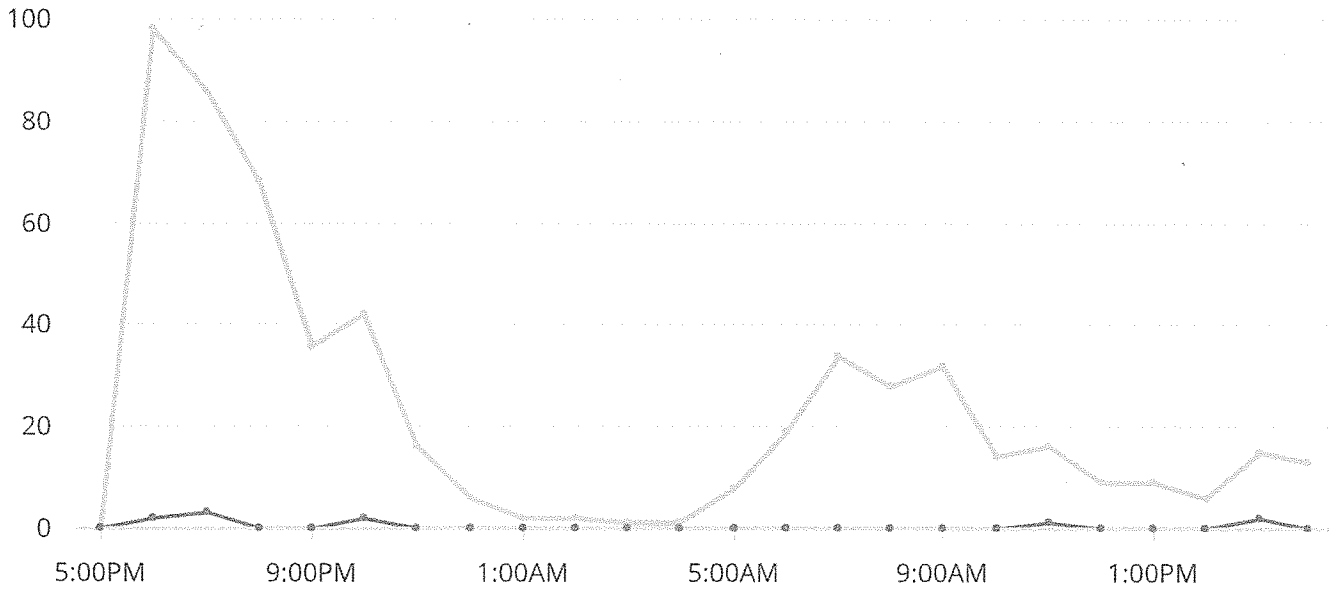
Fri, Feb 24, 2017 5:05 pm

# Subscriber activity

## 24-hour performance

Opens

Clicks



## Top links clicked

<a href="http://www.cameronpark.org/wp-content/uploads/2016/02/CPCSD_winter_web2016.pdf">http://www.cameronpark.org/wp-content/uploads/2016/02/CPCSD_winter_web2016.pdf</a>	11
<a href="http://www.cameronpark.org">http://www.cameronpark.org</a>	7
<a href="https://twitter.com/CameronParkCSD1">https://twitter.com/CameronParkCSD1</a>	0
<a href="https://www.facebook.com/CPCSD/">https://www.facebook.com/CPCSD/</a>	0
<a href="http://www.cameronpark.org/agenda-and-minutes/">http://www.cameronpark.org/agenda-and-minutes/</a>	0

## Subscribers with most opens



14

9

12

9

## Click performance

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URL	Total	Unique
<a href="http://www.cameronpark.org/wp-content/uploads/2016...">http://www.cameronpark.org/wp-content/uploads/2016...</a>	11 (61%)	10 (59%)
<a href="http://www.cameronpark.org">http://www.cameronpark.org</a>	7 (39%)	7 (41%)
<a href="https://twitter.com/CameronParkCSD1">https://twitter.com/CameronParkCSD1</a>	0 (0%)	0 (0%)
<a href="https://www.facebook.com/CPCSD/">https://www.facebook.com/CPCSD/</a>	0 (0%)	0 (0%)
<a href="http://www.cameronpark.org/agenda-and-minutes/">http://www.cameronpark.org/agenda-and-minutes/</a>	0 (0%)	0 (0%)
<a href="http://www.aarp.org/taxaide">http://www.aarp.org/taxaide</a>	0 (0%)	0 (0%)

## Advanced reports

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### Email domain performance


Domain	Email	Bounces	Opens	Clicks	Unsubs
gmail.com	772 (23%)	0 (0%)	200 (26%)	2 (0%)	0 (0%)
yahoo.com	761 (22%)	0 (0%)	153 (20%)	3 (0%)	0 (0%)
sbcglobal.net	502 (15%)	0 (0%)	132 (26%)	3 (1%)	0 (0%)
hotmail.com	314 (9%)	0 (0%)	60 (19%)	1 (0%)	1 (0%)
comcast.net	226 (7%)	0 (0%)	58 (26%)	3 (1%)	0 (0%)
Other	839 (25%)	2 (0%)	214 (26%)	5 (1%)	0 (0%)

March 2017

Sent 2/24/17 5:05PM

## *Opens by location*

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Country	Opens	Percent
 USA	1,133	99.1%
 Netherlands	8	0.7%
 Mexico	1	0.1%
 Thailand	1	0.1%

## Agenda Transmittal

DATE: March 15, 2017

FROM: J.R. Hichborn, Parks Superintendent

AGENDA ITEM #2d: **PARKS REPORT**

RECOMMENDED ACTION: Receive and File

---

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

---

### General Park info

Storm cleanup was the main focus last month. There were several weeks of intense rain and a few dry days to catch up on basic park maintenance like blowing off the parking lots and moving a few of the lawns.

- **Cameron Park Lake**

There was a recent break-in at the shop. The thieves got in through a side fence in the shop area and appear to have gotten out through an access gate belonging to a vacant house.

- **Rasmussen Park**

- Twenty yards of infield mix were delivered and spread to the two baseball fields. This is an annual maintenance project this time of year.
- Shade fabric was replaced over the four dugouts because the previous fabric had become extremely weathered with several tears.
- The height of the fence by the pitching warm-up station at the east field was extended as it was dangerous. This will make it much safer for spectators.

- **Christa McAuliffe Park**

Several large branches came down in the recent storms and staff cut up the debris and donated the firewood to the Church of the Foothills.

- **Park Weed Abatement**

- The CAL Fire crew worked at Gateway Park last month. They are continuing to remove brush and clear a 50' perimeter around the park.
- An estimate is pending for spraying the open space areas after the clearing has been completed. Currently there is no classification for herbicide application and the prevailing wage associated with it, so the company has been dealing with the Department of Industrial Relations to give us an appropriate estimate.

**Landscape and Lighting Assessment Districts (LLADs)**

- LLAD staff has been helping out at the Community Center and with the parks due to weather conditions.
- Things are starting to get back to a normal schedule with the LLADs.

**Community Center**

- Staff is getting the appropriate permits to open the pool come spring.
- The leak on the gym roof was patched.

**Vandalism**

There was a break-in at the shop area at Cameron Park Lake on Monday night (2/20/17). Several items were stolen including but not limited to: six weed eaters, two DR trimmers, a Mantis, a pressure washer, gas from a couple trucks and several small hand tools. Damages that occurred were several broken fence boards, three cut padlocks, gas caps missing, a door completely removed from its hinges and a trailer door punctured. Staff has been in contact with the El Dorado County Sherriff's Office and working on a value sheet for the items stolen.



CAMERON PARK

# Cameron Park Community Services District

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**To:** Cameron Park CSD Board of Directors  
**From:** Finance Department  
**Re #3:** January 2017 Year-to-Date (YTD) Financial Reports Narrative  
**Recommended Action:** Receive and File

---

The attached report represents the General Fund's financial performance for the period of January 1, 2017 through January 31, 2017. The District is 58% of the way through its fiscal year. All comparisons to Budget are to the adopted Final FY 2017-17 Budget.

## REVENUES

Year to Date (YTD) revenues through January are \$628,750 versus \$553,244 last year (up \$75,506). Most revenues came from Recreation and the Community Center.

Recreation revenues are \$71,604 YTD vs. \$81,203 last year (Down \$9,599). This is due to inclement weather hampering outside recreational activities for the majority of the month of January.

Community Center revenues are \$128,957 YTD versus \$97,474 last year (Up 31,483). Overall program indoor program usage is up, again probably due to inclement weather, with adult programs seeing \$13,199 of this total being Community Center Youth Sports and \$8,791 as Facility Rentals and the remainder spread over the other programs.

## EXPENDITURES

YTD expenditures through August are \$464,943 versus \$473,012 last year (down \$8,069).

Expenditure line-items of note are:

- Salaries and Benefits are \$455,553 (46% of budget). This category is expected to be at or below budget at year end.
- Computer Software was \$18,796 (142% of budget) due to the annual renewal of our Rec Trac (Recreation) and Fin Trac (Accounting) software. These items are budgeted.
- Contractual Services is \$175,194 (78% of budget) Due to the open positions, of which two have recently been filled, and salary offset of this line item is expected.
- Elections \$10,470 (105%) of Budget, due to under budgeting for this expected item.
- Fire Turnouts \$19,693 (94% of Budget) due to early spending for replacements little additional spending expected through the end of the year.
- Insurance (91% of Budget) Timing on renewals has this line inflated, no further or little further expenditures expected for this item.
- Medical Supplies (75% of Budget), very small budget of \$200, first aid items purchased.
- Memberships and Subscriptions (85% of Budget) Timing on renewals inflates this item.

# Item #3a.

Cameron Park Community Services District - General Fund  
Statement of Revenues & Expenditures - PRELIMINARY  
through Six months of the year ending January 31, 2017.

58%

ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

Current Year: FY 2016-17 YTD ACTUAL (PRELIMINARY)

General Fund:	Administratio n	Fire & JPA	Parks	Recreation	Community Center	1/31/2017	FY 2016-17 General Fund Budget	Actual as % of Budget
<b>Expenditures:</b>								
5000 Salaries - Permanent	\$66,834	\$0	\$45,879	\$34,262	\$2,471	\$149,446	\$431,000	35%
5010 Salaries - Seasonal/PT/Fund	15,257	\$0	\$0	\$20,513	\$45,749	\$81,519	182,800	45%
5135 Health - Retired	\$35,260	\$30,846	\$29,481	\$23,572	45,252	\$164,412	129,000	127%
5130 Health & Dental Insurance	\$8,675	0	\$5,618	\$7,380	\$1,768	\$23,441	108,000	22%
5140 Vision Insurance	\$107	0	\$162	\$138	\$0	\$407	1,600	25%
5150 Retirement Benefits (active)	\$7,988	0	\$3,963	\$4,520	\$1,234	\$17,704	102,500	17%
5160 Workers' Compensation	\$515	\$875	\$1,545	\$998	\$1,030	\$4,963	9,500	52%
5180 FICA/Medicare Contributor	\$1,996	\$0	\$1,130	\$1,853	\$3,560	\$8,539	20,300	42%
5190 UI/TT Contribution	\$223	\$0	\$250	\$1,378	\$3,250	\$5,101	11,800	43%
<b>Total salaries and benefits</b>	<b>136,856</b>	<b>31,722</b>	<b>88,029</b>	<b>94,614</b>	<b>104,313</b>	<b>455,533</b>	<b>996,500</b>	<b>46%</b>
5209 Advertising/Marketing	\$1,311	\$0	\$422	\$20,509	\$1,103	23,345	40,100	58%
5210 Agency Administration Fee	\$0	\$18,333	\$0	\$0	\$0	18,333	78,400	23%
5215 Agriculture	\$0	\$0	\$509	0	\$0	509	7,500	7%
5220 Audit & Accounting	\$0	\$0	\$0	\$0	\$0	0	25,000	0%
5221 Bank Charges	\$832	\$0	\$138	\$2,594	\$2,957	6,522	12,000	54%
5230 Clothing/Uniforms	\$0	\$1,941	\$1,097	\$53	\$0	3,091	4,400	70%
5231 Computer Software	\$9,346	\$2,636	\$681	\$3,068	\$3,065	18,796	13,200	142%
5240 Contractual Services - other	\$0	\$0	\$0	\$0	\$0	0	10,000	0%
5235 Contractual Services	\$46,761	\$16,777	\$64,617	\$15,206	\$31,832	175,194	225,890	78%
5236 Contractual Services - Provi	0	\$689,206	0	0	0	689,206	3,285,016	21%
5250 Directors Compensation	\$9,794	\$0	\$0	0	\$0	9,794	18,000	54%
5260 EDC Department Agency	\$1,247	\$0	\$0	\$1,247	\$60	2,555	4,200	61%
5265 Educational Material	\$0	\$0	\$0	\$0	\$0	0	1,000	0%
5270 Elections	\$10,470	\$0	\$0	\$0	\$0	10,470	10,000	105%
5275 Equipment-Minor/Small Toc	\$0	\$242	\$2,495	\$0	\$1,033	3,770	18,000	21%
5282 Deposit Refund	0	0	0	\$1,785	\$8,442	10,227	0	no budget
5285 Fire & Safety Supplies	0	\$918	\$645	\$0	\$262	1,825	2,900	63%
5295 Fire Turnouts	0	\$19,693	0	0	0	19,693	21,000	94%
5296 Fire-Volunteer/Resident	0	\$4,481	0	0	0	4,481	29,200	15%
5300 Food	\$1,224	\$469	\$686	\$466	\$296	3,142	4,400	71%
5305 Fuel	\$0	\$27,543	\$0	\$0	0	27,543	73,000	38%
5310 Government Fees/Permits	\$0	\$1,514	\$4,750	\$0	\$2,096	8,360	15,150	55%
5315 Household Supplies	\$11	\$2,423	\$1,810	\$0	\$2,478	6,722	21,000	32%
5316 Instructors	0	0	0	\$15,010	\$25,499	40,509	60,700	67%
5320 Insurance	\$2,245	\$20,762	\$16,273	\$6,172	\$8,978	54,429	60,000	91%
5335 Legal Services	\$23,637	\$420	\$540	\$0	\$0	24,597	40,000	61%
5345 Maintenance - Buildings	\$0	\$20,342	\$598	0	\$8,476	29,416	44,200	67%
5350 Maintenance - Equipment	\$241	\$2,339	\$3,666	\$295	\$6,534	13,074	52,100	25%
5355 Maintenance - Grounds	\$0	\$3,001	\$20,368	0	\$349	23,718	50,500	47%
5360 Maintenance - Radios & Phc	\$0	\$174	\$0	0	\$0	174	2,000	9%
5365 Maintenance - Tires & Tube	\$0	\$1,246	\$514	0	0	1,760	12,000	15%
5370 Maintenance - Vehicles	\$0	\$18,520	\$1,892	0	\$0	20,412	30,000	68%
5375 Medical Supplies	\$0	\$0	\$0	0	\$150	150	200	75%
5380 Memberships & Subscription	\$7,269	\$200	\$55	\$185	\$0	7,709	9,078	85%
5385 Mileage Reimbursement	\$328	\$0	\$0	\$0	\$2,166	2,493	5,500	45%
5395 Miscellaneous	\$0	\$0	0	\$0	\$0	0	0	no budget
5400 Office Supplies	\$2,545	\$1,506	\$738	\$844	\$2,006	7,639	10,850	70%
5405 Pool Chemicals	0	0	\$17,265	0	\$10,948	28,213	56,029	50%
5410 Postage	\$423	\$3	\$5	\$94	\$0	525	1,900	28%
5415 Printing	\$45	\$75	\$52	\$360	0	533	1,350	39%
5420 Professional Services	\$7,778	\$1,663	\$6,256	\$1,631	\$8,798	26,126	73,700	35%
5421 Program Supplies	0	0	0	\$6,656	3,378	10,034	14,050	71%
5425 Publications & Legal Notice:	\$64	\$155	\$0	\$0	\$0	219	1,300	17%
5430 Radios	0	\$229	\$0	0	0	229	500	46%
5431 Refund-Activity	0	0	0	\$4,636	\$22,266	26,901	0	no budget
5435 Rent/Lease - Buildings	\$0	0	\$0	\$0	\$0	0	9,900	0%

Cameron Park Community Services District - General Fund  
 Statement of Revenues & Expenditures - PRELIMINARY  
 through Six months of the year ending January 31, 2017.

58%

ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

Current Year: FY 2016-17 YTD ACTUAL (PRELIMINARY)

General Fund:	Administratio n	Fire & JPA	Parks	Recreation	Community Center	1/31/2017	FY 2016-17 General Fund Budget	Actual as % of Budget
5440 Rent/Lease - Equipment	\$0	\$81	\$0	\$206	\$0	287	1,200	24%
5455 Staff Development	\$329	\$3,832	\$820	\$0	\$0	4,981	11,500	43%
5470 Telephone	\$1,339	\$7,252	\$2,403	\$1,537	\$4,585	17,116	28,900	59%
5480 Travel/Lodging	\$0	\$1,267	\$0	\$0	\$0	1,267	2,000	63%
5490 Utilities - Water	\$0	\$4,033	\$17,284	\$0	\$10,388	31,705	55,750	57%
5492 Utilities - Electricity / Gas	\$0	\$16,138	\$21,363	\$0	\$53,292	90,792	145,300	62%
5500 Vandalism	\$0	\$0	\$298	\$0	\$0	298	4,000	7%
5466 Summer Spectacular	\$0	\$0	\$0	\$267	\$0	267	52,000	1%
5465 Special Events Expense	\$0	\$0	\$0	\$8,748	\$0	8,748	17,500	50%
<b>Total services and supplies</b>	<b>127,239</b>	<b>889,414</b>	<b>188,239</b>	<b>91,568</b>	<b>221,438</b>	<b>1,517,898</b>	<b>4,774,363</b>	<b>32%</b>
<b>Revenues:</b>								
4110 Property Tax	897,535	99,726	897,535	99,726	0	1,994,522	3,626,569	55%
4505 Interest	324	0	0	0	0	324	7,500	4%
Recreation Program Revenue	0	0	0	71,604	128,957	200,561	295,541	68%
Administration Process Fees	0	0	0	0	0	0	7,000	0%
4260 JPA Reimbursements	0	256,663	0	0	0	256,663	1,075,523	24%
Grant Reimbursement	0	0	1,600	0	0	1,600	0	0%
Facility Use Revenue	0	0	(180)	5,946	68,111	73,877	202,411	36%
4170 Special Events	0	0	0	29,475	0	29,475	80,725	37%
4113 Franchise Fees	44,750	0	0	0	0	44,750	160,000	28%
4600 Other Income	0	0	0	0	0	0	0	0%
4255 Sponsorships	0	0	0	21,500	0	21,500	15,750	137%
4165 Fire Engines Lease & Purcha	0	0	0	0	0	0	0	0%
<b>Total revenues</b>	<b>942,609</b>	<b>356,389</b>	<b>898,955</b>	<b>228,251</b>	<b>197,068</b>	<b>2,623,272</b>	<b>5,471,019</b>	<b>48%</b>
<b>Expenditures:</b>								
Salaries and employee benef	136,856	31,722	88,029	94,614	104,313	455,533	996,500	46%
Services and supplies	127,239	889,414	188,239	91,568	221,438	1,517,898	4,774,363	32%
Capital Equipment	0	9,557	0	0	0	9,557	157,000	6%
Fire Engines Lease	0	0	0	0	0	0	0	0%
Reserve for Capital Equipme	0	0	0	0	0	0	0	0%
<b>Total expenditures</b>	<b>264,095</b>	<b>930,692</b>	<b>276,268</b>	<b>186,182</b>	<b>325,751</b>	<b>1,982,988</b>	<b>5,927,863</b>	<b>33%</b>
<b>Excess (deficit)</b>	<b>\$678,514</b>	<b>(\$574,303)</b>	<b>\$622,687</b>	<b>\$42,069</b>	<b>(\$128,683)</b>	<b>\$640,284</b>	<b>(\$456,844)</b>	
Contingency								
<b>Transfers In/(Out) of General Fund</b>								
<b>Excess (deficit)</b>	<b>\$678,514</b>	<b>(\$574,303)</b>	<b>\$622,687</b>	<b>\$42,069</b>	<b>(\$128,683)</b>	<b>\$640,284</b>	<b>(\$456,844)</b>	

Cameron Park Community Service District - Administration  
Statement of Revenues & Expenditures - PRELIMINARY  
through six months of the Year Ended January 31, 2017  
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

Revenues:	Administration	Actual		Actual	YTD as of		MTD as of	YTD as of		MTD as of	Annual		YTD	Actual
		FY 2013-14	FY 2014-15		FY 2015-16	12/31/2015		1/31/2017	12/31/2015		1/31/2017	Budget		
4110	Property Tax	\$ 227,540	\$ 239,099	\$ -	\$ -	\$ 897,535	\$ -	\$ 897,535	\$ -	\$ 897,535	\$ 253,860	354%		
4113	Franchise Fees	\$ 160,778	\$ 163,396	\$ 45,713	\$ 45,713	\$ -	\$ -	\$ 44,750	\$ -	\$ -	\$ 160,000	28%		
4261	Admin. Fee	\$ 7,500	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000	0%		
4400	Reimbursement	\$ 4,546	\$ 9,728	\$ 4,969	\$ 4,969	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%		
4505	Interest	\$ 8,807	\$ 6,430	\$ -	\$ -	\$ 324	\$ -	\$ -	\$ -	\$ -	\$ 7,500	4%		
4600	Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%		
<b>Total revenues</b>		\$ 409,172	\$ 426,152	\$ 50,682	\$ 50,682	\$ 942,609	\$ -	\$ 897,535	\$ 428,360	\$ 220%				
<b>Expenditures:</b>														
5000	Salaries - Permanent	\$ 98,137	\$ 138,389	\$ 55,013	\$ 55,013	\$ 66,834	\$ -	\$ 7,695	\$ 156,000	\$ 43%				
5010	Salaries - Seasonal/PT funded	\$ 12,003	\$ 7,799	\$ 10,004	\$ 10,004	\$ 15,257	\$ -	\$ 1,723	\$ 23,800	\$ 64%				
5135	Health - Retired	\$ 25,333	\$ 22,380	\$ 6,284	\$ 6,284	\$ 35,260	\$ -	\$ 2,564	\$ 25,000	\$ 141%				
5130	Health & Dental Insurance	\$ 9,276	\$ 12,313	\$ 5,889	\$ 5,889	\$ 8,675	\$ -	\$ -	\$ 19,000	\$ 46%				
5140	Vision Insurance	\$ 187	\$ 183	\$ 153	\$ 153	\$ 107	\$ -	\$ -	\$ 300	\$ 36%				
5150	Retirement Benefits (active)	\$ 20,599	\$ 27,830	\$ 26,913	\$ 26,913	\$ 7,988	\$ -	\$ 940	\$ 35,000	\$ 23%				
5160	Workers' Compensation	\$ 550	\$ 659	\$ 618	\$ 618	\$ 515	\$ -	\$ -	\$ 1,000	\$ 51%				
5180	FICA/Medicare Contribution	\$ 2,302	\$ 2,392	\$ 1,016	\$ 1,016	\$ 1,996	\$ -	\$ 226	\$ 2,500	\$ 80%				
5190	UI/TT Contribution	\$ 963	\$ 1,732	\$ 404	\$ 404	\$ 223	\$ -	\$ -	\$ 1,400	\$ 16%				
<b>Salaries &amp; benefits</b>		\$ 169,350	\$ 213,675	\$ 106,294	\$ 106,294	\$ 136,856	\$ -	\$ 13,148	\$ 264,000	\$ 52%				
5209	Advertising/Marketing	\$ 582	\$ 2,636	\$ 156	\$ 156	\$ 1,311	\$ -	\$ -	\$ 600	\$ 219%				
5210	Agency Administration Fee	\$ 4,314	\$ 3,363	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,500	\$ 0%				
5215	Agriculture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -%				
5220	Audit & Accounting	\$ 26,358	\$ 16,800	\$ 945	\$ 945	\$ -	\$ -	\$ -	\$ 20,000	\$ 0%				
5221	Bank Charges	\$ 2,455	\$ 1,807	\$ 715	\$ 715	\$ 832	\$ -	\$ -	\$ 2,500	\$ 33%				
5230	Clothing/Uniforms	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -%				
5231	Computer Software	\$ 2,021	\$ 4,564	\$ 837	\$ 837	\$ 9,346	\$ -	\$ 176	\$ 2,000	\$ 467%				
5235	Contractual Services - Other	\$ 129,701	\$ 51,879	\$ 18,654	\$ 18,654	\$ 46,761	\$ -	\$ 9,038	\$ 37,440	\$ 125%				
5240	Temporary Help Contractual Service	\$ 27,365	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -%				
5250	Director Comp	\$ -	\$ 6,600	\$ 4,000	\$ 4,000	\$ 9,794	\$ -	\$ 1,200	\$ 18,000	\$ 54%				
5260	EDC Department Agency	\$ 842	\$ 749	\$ 1,760	\$ 1,760	\$ 1,247	\$ -	\$ -	\$ 1,800	\$ 69%				
5265	Educational Material	\$ -	\$ 138	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ 0%				
5270	Elections	\$ -	\$ 9,727	\$ -	\$ -	\$ 10,470	\$ -	\$ 10,470	\$ 10,000	\$ 105%				
5265	Equipment-Minor/Small	\$ 173	\$ 3,949	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 0%				
5300	Food	\$ 951	\$ 875	\$ 108	\$ 108	\$ 1,224	\$ -	\$ 30	\$ 700	\$ 175%				
5305	Fuel	\$ 1,138	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -%				
5310	Government Fees/Permits	\$ 53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -%				
5315	Household Supplies	\$ -	\$ 23	\$ -	\$ -	\$ 11	\$ -	\$ -	\$ -	\$ -%				
5320	Insurance	\$ 2,619	\$ 2,833	\$ 2,499	\$ 2,499	\$ 2,245	\$ -	\$ -	\$ 3,000	\$ 75%				
5335	Legal Services	\$ 40,680	\$ 39,038	\$ 6,149	\$ 6,149	\$ 23,637	\$ -	\$ 5,957	\$ 30,000	\$ 79%				



Cameron Park Community Service District - Administration  
Statement of Revenues & Expenditures - PRELIMINARY  
through six months of the Year Ended January 31, 2017  
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	YTD as of 12/31/2015	YTD as of 1/31/2017	MTD as of 1/31/2017	Annual Budget FY 2016-17	YTD Actual as % of Budget
<b>Administration</b>								
Maintenance - Vehicle Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- %
Maintenance - Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- %
Maintenance - Equipment	\$ 1,282	\$ 609	\$ 124	\$ 124	\$ 241	\$ 241	\$ 55	600 40%
Maintenance - Grounds	\$ -	\$ -	\$ 463	\$ 463	\$ -	\$ -	\$ -	- %
Maintenance - Radios & Phones	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- %
Maintenance - Tires & Tubes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- %
Maintenance - Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- %
Medical Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- %
Memberships & Subscriptions	\$ 5,881	\$ 6,666	\$ 702	\$ 702	\$ 7,269	\$ 7,269	\$ 7,500	97%
Mileage Reimbursement	\$ -	\$ 209	\$ -	\$ -	\$ 328	\$ 328	\$ 300	109%
Miscellaneous	\$ -	\$ -	\$ 20	\$ 20	\$ -	\$ -	\$ -	- %
Office Supplies	\$ 2,494	\$ 2,413	\$ 2,021	\$ 2,021	\$ 2,545	\$ 2,545	\$ 3,000	85%
Postage	\$ 766	\$ 882	\$ 196	\$ 196	\$ 423	\$ 423	\$ 1,000	42%
Printing	\$ 99	\$ 341	\$ 12	\$ 12	\$ 45	\$ 45	\$ 300	15%
Professional Services	\$ 1,144	\$ 27,071	\$ 24,498	\$ 24,498	\$ 7,778	\$ 7,778	\$ 42,500	18%
Publications & Legal Notices	\$ 288	\$ 493	\$ 46	\$ 46	\$ 64	\$ 64	\$ 1,000	6%
Rent/Lease - Buildings	\$ -	\$ 15	\$ 153	\$ 153	\$ -	\$ -	\$ -	- %
Rent/Lease - Equipment	\$ 38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- %
Staff Development	\$ 139	\$ 3,494	\$ 11	\$ 11	\$ 329	\$ 329	\$ 4,000	8%
Telephone	\$ 2,216	\$ 2,724	\$ 1,819	\$ 1,819	\$ 1,339	\$ 1,339	\$ 6,000	22%
Travel/Lodging	\$ -	\$ 595	\$ -	\$ -	\$ -	\$ -	\$ 1,000	0%
Tuition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- %
Utilities - Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- %
Utilities - Electricity / Gas	\$ 20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- %
Capital Equipment Expense	\$ 8,170	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- %
<b>Total services &amp; supplies</b>	\$ 261,790	\$ 193,990	\$ 65,888	\$ 65,888	\$ 127,239	\$ 27,383	\$ 199,540	64%
Salaries & benefits	\$ 169,350	\$ 213,675	\$ 106,294	\$ 106,294	\$ 136,856	\$ 13,148	\$ 264,000	52%
Total expenditures	\$ 431,140	\$ 407,666	\$ 172,182	\$ 172,182	\$ 264,095	\$ 40,531	\$ 463,540	57%
Total revenues	\$ 409,172	\$ 426,152	\$ 50,682	\$ 50,682	\$ 942,609	\$ 897,535	\$ 428,360	220%
<b>Surplus/(deficit)</b>	\$ (21,968)	\$ 18,486	\$ (121,500)	\$ (121,500)	\$ 678,514	\$ 857,004		
<b>Transfers In/(Out) of General Fund</b>								

Cameron Park Community Services District - Parks  
Statement of Revenues & Expenditures - PRELIMINARY  
through six months of the Year Ended January 31, 2017  
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	YTD as of 12/31/2015	MTD as of 12/31/2015	YTD as of 1/31/2017	MTD as of 1/31/2017	Annual Budget FY 2016-17	YTD Actual as % of Budget
<b>Parks</b>									
<b>Revenues:</b>									
4110 Property Tax	\$ 585,103	\$ 614,823	\$ 610,863	\$ -	\$ -	\$ 897,535	\$ 897,535	\$ 652,783	137%
4600 Other Income	\$ 3,670	\$ 4,302	\$ -	\$ -	\$ -	\$ 1,600	\$ 1,600	\$ -	-%
4190 Parks/Field Use Fees	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ (180)	\$ -	\$ -	-%
<b>Total revenues</b>	\$ 588,773	\$ 619,226	\$ 610,863	\$ -	\$ -	\$ 898,955	\$ 899,135	\$ 652,783	138%
<b>Expenditures:</b>									
5000 Salaries - Permanent	\$ 149,653	\$ 163,043	\$ 175,305	\$ 77,395	\$ -	\$ 45,879	\$ 21,918	\$ 154,000	30%
5010 Salaries - Seasonal/PT funded	\$ -	\$ -	\$ -	\$ 1,291	\$ -	\$ -	\$ -	\$ -	-%
5135 Health - Retired	\$ -	\$ -	\$ 7,885	\$ -	\$ -	\$ 29,481	\$ 2,821	\$ 26,000	113%
5130 Health & Dental Insurance	\$ 40,394	\$ 40,548	\$ 21,940	\$ 8,781	\$ -	\$ 5,618	\$ 1,436	\$ 42,000	13%
5140 Vision Insurance	\$ 645	\$ 764	\$ 564	\$ 299	\$ -	\$ 162	\$ -	\$ 600	27%
5150 Retirement Benefits (active)	\$ 35,193	\$ 39,883	\$ 37,286	\$ 53,049	\$ -	\$ 3,963	\$ 1,256	\$ 34,000	12%
5160 Workers' Compensation	\$ 1,650	\$ 1,977	\$ 2,471	\$ 1,236	\$ -	\$ 1,545	\$ -	\$ 2,900	53%
5180 FICA/Medicare Contribution	\$ 2,346	\$ 2,408	\$ 2,567	\$ 1,135	\$ -	\$ 1,130	\$ 605	\$ 3,200	35%
5190 UI/TT Contribution	\$ 1,643	\$ 1,628	\$ 1,302	\$ -	\$ -	\$ 250	\$ 250	\$ 1,800	14%
<b>Salaries &amp; benefits</b>	\$ 231,524	\$ 250,252	\$ 249,319	\$ 143,186	\$ -	\$ 88,029	\$ 28,287	\$ 264,500	33%
5209 Advertising/Marketing	\$ -	\$ -	\$ 169	\$ -	\$ -	\$ 422	\$ 200	\$ -	-
5210 Agency Administration Fee	\$ 11,094	\$ 8,646	\$ 13,896	\$ -	\$ -	\$ -	\$ -	\$ 14,200	0%
5215 Agriculture	\$ 8,414	\$ 8,465	\$ 9,155	\$ 1,440	\$ -	\$ 509	\$ -	\$ 6,000	8%
5220 Audit & Accounting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5221 Bank Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 138	\$ -	\$ -	-%
5230 Clothing/Uniforms	\$ 1,832	\$ 1,528	\$ 1,696	\$ 568	\$ -	\$ 1,097	\$ 511	\$ 1,500	73%
5231 Computer Software	\$ 793	\$ 808	\$ 710	\$ 710	\$ -	\$ 681	\$ -	\$ 1,200	57%
5235 Temporary Help Contractual Service	\$ 40,426	\$ 46,237	\$ 104,085	\$ 33,145	\$ -	\$ 64,617	\$ 14,994	\$ 40,000	162%
5240 Contractual Services - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5250 Director Comp	\$ -	\$ -	\$ 880	\$ -	\$ -	\$ -	\$ (300)	\$ -	-%
5260 EDC Department Agency	\$ 842	\$ 749	\$ -	\$ 880	\$ -	\$ 0	\$ (1,247)	\$ 800	0%
5265 Educational Material	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200	0%
5270 Elections	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5275 Equipment-Minor/small	\$ 3,085	\$ 4,296	\$ 8,767	\$ 273	\$ -	\$ 2,495	\$ 327	\$ 10,000	25%
5285 Fire & Safety Sup	\$ 333	\$ 139	\$ 842	\$ -	\$ -	\$ 645	\$ -	\$ 400	161%
5300 Food	\$ 76	\$ 222	\$ 530	\$ 177	\$ -	\$ 686	\$ 82	\$ 300	229%
5305 Fuel	\$ 5,139	\$ 6,596	\$ 5,543	\$ 337	\$ -	\$ -	\$ -	\$ 11,000	0%
5310 Government Fees/Perm	\$ 6,746	\$ 5,576	\$ 8,856	\$ 328	\$ -	\$ 4,750	\$ 555	\$ 8,000	59%
5315 Household Supplies	\$ 5,918	\$ 6,164	\$ 11,263	\$ 1,767	\$ -	\$ 1,810	\$ 980	\$ 6,000	30%
Internet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5320 Insurance	\$ 18,966	\$ 20,476	\$ 18,116	\$ 18,116	\$ -	\$ 16,273	\$ -	\$ 17,400	94%
5335 Legal Services	\$ -	\$ 1,540	\$ 4,064	\$ -	\$ -	\$ 540	\$ 540	\$ -	-%

Cameron Park Community Services District - Parks  
Statement of Revenues & Expenditures - PRELIMINARY  
through six months of the Year Ended January 31, 2017  
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

Parks	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	YTD as of 12/31/2015	MTD as of 12/31/2015	YTD as of 1/31/2017	MTD as of 1/31/2017	Annual Budget FY 2016-17	YTD Actual as % of Budget
5345 Maintenance - Buildings	\$ 5,239	\$ 14,654	\$ 7,287	\$ 5,323	\$ -	\$ 598	\$ 13	\$ 6,000	10%
5350 Maintenance - Equipment	\$ 11,317	\$ 33,573	\$ 17,089	\$ 7,147	\$ -	\$ 3,666	\$ 376	\$ 12,000	31%
5355 Maintenance - Grounds	\$ 21,859	\$ 38,876	\$ 47,077	\$ 17,019	\$ -	\$ 20,368	\$ 10,882	\$ 45,000	45%
5360 Maintenance - Radios & Phones	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5365 Maintenance - Tires & Tubes	\$ 27	\$ -	\$ 1,689	\$ -	\$ -	\$ 514	\$ -	\$ -	-%
5370 Maintenance - Vehicles	\$ 6,556	\$ 5,580	\$ 12,863	\$ 6,942	\$ -	\$ 1,892	\$ 329	\$ 10,000	19%
5375 Medical Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5380 Memberships & Subscriptions	\$ -	\$ 60	\$ 108	\$ 108	\$ -	\$ 55	\$ -	\$ 500	11%
5385 Mileage Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5395 Miscellaneous	\$ 1,950	\$ -	\$ 44	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5400 Office Supplies	\$ 1,722	\$ 1,720	\$ 2,489	\$ 378	\$ -	\$ 738	\$ 39	\$ 1,150	64%
5405 Pool Chemicals	\$ 37,036	\$ 30,297	\$ 37,930	\$ 17,937	\$ -	\$ 17,265	\$ -	\$ 27,129	64%
5410 Postage	\$ 6	\$ -	\$ -	\$ -	\$ -	\$ 5	\$ -	\$ -	-%
5415 Printing	\$ 81	\$ 87	\$ 176	\$ -	\$ -	\$ 52	\$ 52	\$ 500	10%
5420 Professional Services	\$ 10,366	\$ 22,425	\$ 25,745	\$ 8,284	\$ -	\$ 6,256	\$ 2,721	\$ 14,000	45%
5425 Publications & Legal Notices	\$ -	\$ 162	\$ 710	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5430 Radios	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5435 Rent/Lease - Buildings	\$ -	\$ 60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5440 Rent/Lease - Equipment	\$ 1,098	\$ 1,312	\$ 771	\$ -	\$ -	\$ -	\$ -	\$ 1,000	0%
5455 Staff Development	\$ 240	\$ -	\$ 205	\$ 235	\$ -	\$ 820	\$ 740	\$ 1,500	55%
5470 Telephone	\$ 1,425	\$ 3,631	\$ 936	\$ 407	\$ -	\$ 2,403	\$ 793	\$ 3,000	80%
5480 Travel/Lodging	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5490 Utilities - Water	\$ 26,963	\$ 26,310	\$ 27,229	\$ 13,143	\$ -	\$ 17,284	\$ 3,763	\$ 28,000	62%
5492 Utilities - Electricity / Gas	\$ 38,339	\$ 37,925	\$ 41,524	\$ 20,337	\$ -	\$ 21,363	\$ 2,245	\$ 40,000	53%
5500 Vandalism	\$ (36)	\$ 320	\$ 7,864	\$ 26	\$ -	\$ 298	\$ -	\$ 3,000	10%
5625 Capital Equipment	\$ 19,945	\$ 71,086	\$ 100,723	\$ 45	\$ -	\$ -	\$ -	\$ 95,000	0%
<b>Total services &amp; supplies</b>	\$ 287,794	\$ 399,521	\$ 521,032	\$ 155,073	\$ -	\$ 188,239	\$ 38,595	\$ 404,779	47%
Salaries & benefits	\$ 231,524	\$ 250,252	\$ 249,319	\$ 143,186	\$ -	\$ 88,029	\$ 28,287	\$ 264,500	-%
Total expenditures	\$ 519,317	\$ 649,773	\$ 770,352	\$ 298,259	\$ -	\$ 276,268	\$ 66,882	\$ 669,279	41%
Total revenues	\$ 588,773	\$ 619,226	\$ 610,863	\$ -	\$ -	\$ 898,955	\$ 899,135	\$ 652,783	138%
<b>Surplus/(deficit)</b>	\$ 69,456	\$ (30,547)	\$ (159,489)	\$ (298,259)	\$ -	\$ 622,687	\$ 832,253	\$ (16,496)	
<b>Transfers In/(Out) of General Fund</b>									

Cameron Park Community Services District - Fire  
Statement of Revenues & Expenditures - PRELIMINARY  
through six months of the Year Ended January 31, 2017  
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

Fire	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	YTD as of 12/31/2015	MTD as of 12/31/2015	YTD as of 1/31/2017	MTD as of 1/31/2017	Annual Budget FY 2016-17	YTD Actual as % of Budget
<b>Revenues:</b>									
4110	\$ 2,275,403	\$ -	\$ -	\$ -	\$ -	\$ 99,726	\$ 99,726	\$ 2,538,598	4%
4260	\$ 989,719	\$ -	\$ -	\$ -	\$ -	\$ 256,663	\$ -	\$ 1,075,523	24%
4320	\$ 162,787	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
4415	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
4400	\$ 4,280	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
4165	\$ 45,950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
Salary Savings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
<b>Total revenues</b>	<b>\$ 3,478,139</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 356,389</b>	<b>\$ 99,726</b>	<b>\$ 3,614,121</b>	<b>10%</b>
<b>Expenditures:</b>									
5000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5010	\$ 5,572	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5135	\$ 46,647	\$ 17,290	\$ 17,290	\$ 17,290	\$ -	\$ 30,846	\$ 7,721.02	\$ 78,000	40%
5150	\$ 935	\$ 1,120	\$ 35,545	\$ 35,545	\$ -	\$ -	\$ -	\$ -	-%
5160	\$ 426	\$ -	\$ 700	\$ 700	\$ -	\$ 875	\$ -	\$ 1,800	49%
5180	\$ 54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5190	\$ 53,634	\$ 18,410	\$ 53,535	\$ 53,535	\$ -	\$ 31,722	\$ 7,721	\$ 79,800	40%
<b>Salaries &amp; benefits</b>	<b>\$ 53,634</b>	<b>\$ 18,410</b>	<b>\$ 53,535</b>	<b>\$ 53,535</b>	<b>\$ -</b>	<b>\$ 31,722</b>	<b>\$ 7,721</b>	<b>\$ 79,800</b>	<b>40%</b>
5209	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5210	\$ 43,145	\$ 33,625	\$ -	\$ -	\$ -	\$ 18,333	\$ -	\$ 55,000	33%
5215	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5220	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	0%
5221	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5230	\$ 3,000	\$ 2,920	\$ 229	\$ 229	\$ -	\$ 1,941	\$ 371.60	\$ 2,500	78%
5231	\$ 1,344	\$ 1,010	\$ 1,110	\$ 1,110	\$ -	\$ 2,636	\$ -	\$ 2,500	105%
5235	\$ 25,739	\$ 27,341	\$ 2,091	\$ 1,017	\$ -	\$ 16,777	\$ 5,071.90	\$ 56,730	30%
5236	\$ 2,666,439	\$ 2,651,400	\$ -	\$ -	\$ -	\$ 689,206	\$ -	\$ 3,285,016	21%
5240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (300,000)	0%
5250	\$ -	\$ 749	\$ -	\$ -	\$ -	\$ -	\$ (400.00)	\$ -	-%
5260	\$ 842	\$ -	\$ 880	\$ 880	\$ -	\$ 0	\$ (1,247.00)	\$ 800	0%
5265	\$ 57	\$ -	\$ 2,136	\$ 2,136	\$ -	\$ -	\$ -	\$ -	-%
5270	\$ -	\$ 2,041	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5275	\$ 1,954	\$ 1,561	\$ 553	\$ 57	\$ -	\$ 242	\$ 137.98	\$ 2,000	12%
5285	\$ 3,000	\$ 18,318	\$ 129	\$ 129	\$ -	\$ 918	\$ 459.76	\$ 1,500	61%
5295	\$ 18,632	\$ 16,785	\$ 3,178	\$ 3,327	\$ -	\$ 19,693	\$ 4,272.31	\$ 21,000	94%
5296	\$ 21,480	\$ 720	\$ 5,720	\$ 2,920	\$ -	\$ 4,481	\$ 2,280.00	\$ 29,200	15%
5300	\$ 1,582	\$ 53,635	\$ 134	\$ 134	\$ -	\$ 469	\$ 191.78	\$ 1,000	47%
5305	\$ 70,377	\$ 508	\$ 16,077	\$ 11,931	\$ -	\$ 27,543	\$ 7,548.42	\$ 62,000	44%
5310	\$ 1,868	\$ 6,569	\$ 2,076	\$ 1,496	\$ -	\$ 1,514	\$ -	\$ 2,650	57%
5315	\$ 6,660	\$ 26,276	\$ 1,955	\$ 991	\$ -	\$ 2,423	\$ 606.80	\$ 6,000	40%
5320	\$ 24,212	\$ 9,764	\$ 23,114	\$ 23,114	\$ -	\$ 20,762	\$ -	\$ 21,600	96%
5335	\$ -	\$ 10,228	\$ 6,618	\$ -	\$ -	\$ 420	\$ 20.00	\$ 10,000	4%

Cameron Park Community Services District - Fire  
Statement of Revenues & Expenditures - PRELIMINARY  
through six months of the Year Ended January 31, 2017  
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	YTD as of 12/31/2015	MTD as of 12/31/2015	YTD as of 1/31/2017	MTD as of 1/31/2017	Annual Budget FY 2016-17	YTD Actual as % of Budget
Fire	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
Maint.- Vehicle Supply	7,466	18,300	1,161	1,147	1,147	20,342	1,870.47	26,200	78%
Maintenance - Buildings	16,806	2,876	6,066	4,027	4,027	2,339	(8,465.43)	25,000	9%
Maintenance - Equipment	2,165	1,947	326	143	143	3,001	1,826.79	3,000	100%
Maintenance - Grounds	3,309	9,719	1,923	736	736	174	-	2,000	9%
Maintenance - Radios & Phones	7,158	20,385	5,903	161	161	1,246	-	12,000	10%
Maintenance - Tires & Tubes	20,985	-	6,494	4,456	4,456	18,520	3,277.69	20,000	93%
Maintenance - Vehicles	-	863	-	-	-	-	-	-	-%
Medical Supplies	962	-	-	-	-	200	100.00	850	24%
Memberships & Subscriptions	-	-	-	-	-	-	-	-	-%
Mileage Reimbursement	4,327	3,550	-	-	-	-	-	-	-%
Miscellaneous	3,748	540	1,627	613	613	1,506	104.11	4,000	38%
Office Supplies	192	20	-	-	-	3	-	500	1%
Postage	-	5,402	85	85	85	75	-	350	22%
Printing	1,910	358	979	667	667	1,663	471.00	4,200	40%
Professional Services	35	403	-	-	-	155	-	300	52%
Publications & Legal Notices	-	-	-	-	-	229	-	500	46%
Radios	-	5,000	103	-	-	81	-	-	-%
Rent/Lease - Equip	5,536	12,684	12	62	62	3,832	2,577.89	5,000	77%
Staff Development	15,086	25	3,746	1,891	1,891	7,252	2,706.16	15,000	48%
Telephone	840	-	103	-	-	1,267	490.66	1,000	127%
Travel/Lodging	-	-	-	-	-	-	-	-	-%
Tuition	8,435	9,404	2,525	1,144	1,144	4,033	1,114.17	12,000	34%
Utilities - Water	27,397	25,316	12,429	6,575	6,575	16,138	2,269.52	27,000	60%
Utilities - Electricity / Gas	220,261	10,755	-	-	-	9,557	9,203.84	56,000	17%
Capital Equipment	-	-	-	-	-	-	-	-	-%
Reserve for Capital Equipment	45,950	-	-	-	-	-	-	-	-%
Fire Engine purchase and Fire Engine	3,287,898	2,995,997	109,482	70,779	70,779	898,984	36,860	3,479,396	26%
<b>Total services &amp; supplies</b>									-%
Salaries & benefits	53,634	18,410	53,535	53,535	53,535	31,722	7,721	79,800	40%
Total expenditures	3,341,532	3,014,407	163,017	124,314	124,314	930,706	44,581	3,559,196	26%
Total revenues	3,478,139	-	-	-	-	356,389	99,726	3,614,121	10%
<b>Surplus/(deficit)</b>	<b>136,608</b>	<b>(3,014,407)</b>	<b>(163,017)</b>	<b>(124,314)</b>	<b>(124,314)</b>	<b>(574,317)</b>	<b>55,145</b>	<b>54,925</b>	
<b>Transfers In/(Out) of General Fund</b>									
<b>Net Surplus/(deficit)</b>	<b>136,608</b>	<b>(3,014,407)</b>	<b>(163,017)</b>	<b>(124,314)</b>	<b>(124,314)</b>	<b>(574,317)</b>	<b>55,145</b>		

Cameron Park Community Services District - Recreation  
Statement of Revenues & Expenditures - PRELIMINARY  
through six months of the Year Ended January 31, 2017  
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	Recreation					YTD as of		YTD as of		Annual Budget FY 2016-17	YTD Actual as % of Budget
	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	YTD as of 12/31/2015	MTD as of 11/30/2015	YTD as of 1/31/2017	MTD as of 1/31/2017				
<b>Revenues:</b>											
4110 Property Tax	\$162,529	\$170,784	\$169,684	\$0	\$0	\$99,726	\$99,726	\$181,328	55%		
4145 Youth Programs	6,937	12,968	8,378	3,945	3,945	\$3,500	\$2,036	5,434	64%		
4146 Adult Programs	4,795	6,318	6,085	2,061	2,061	\$2,585	\$554	1,956	132%		
4147 Youth Sports	32,157	41,733	46,979	28,093	28,093	\$14,398	\$1,906	26,420	54%		
4148 Adult Sports	767	5,602	5,061	1,156	1,156	\$695	\$180	3,948	18%		
4149 Sport Camp Revenues	12,149	9,196	18,634	1,872	1,872	\$12,889	\$3,074	10,386	124%		
4170 Special Events	26,854	26,322	34,543	10,424	10,424	\$29,475	\$14,701	25,725	115%		
4195 Special Event Rental	8,610	5,026	544	56	56	\$90	\$0	0	-%		
4180 CP Lake Kiosk/Day Pass	28,780	29,652	28,591	15,775	15,775	\$27,662	\$0	33,600	82%		
4181 CP Lake Season Pass	22,538	20,687	36,423	803	803	\$3,772	\$717	20,291	19%		
4182 CP Lake Reservations	8,622	5,714	5,119	1,609	1,609	\$4,811	\$0	8,190	59%		
4184 CP Lake Concessions	8,782	5,540	5,327	2,183	2,183	\$6,103	\$0	8,000	76%		
4190 Park/Field Use Fees	27,154	21,370	20,736	2,146	2,146	\$1,045	\$285	24,500	4%		
4255 Sponsorships	13,803	5,264	6,926	0	0	\$21,500	\$14,500	15,750	137%		
4220 Summer Spectacular	50,942	51,331	34,039	0	0	\$799	\$400	55,000	1%		
4255 Sponsorships Ads	0	0	0	0	0	\$0	\$0	0	-%		
4209 Brochure Ads	2,393	1,000	1,325	825	825	\$1,625	\$1,625	3,800	43%		
4250 Donations	0	0	0	0	0	\$3,424	\$3,424	0	-%		
4400 Reimbursement (vending)	1,273	329	176	176	176	\$172	\$172	2,500	7%		
<b>Total revenues</b>	<b>419,084</b>	<b>418,834</b>	<b>428,569</b>	<b>71,124</b>	<b>399</b>	<b>234,270</b>	<b>143,300</b>	<b>426,828</b>	<b>55%</b>		
<b>Expenditures:</b>											
5000 Salaries - Permanent	64,307	49,965	76,788	26,571	26,571	\$34,262	\$10,812	84,000	41%		
5010 Salaries - Seasonal/PT funded	28,186	44,781	33,935	19,437	19,437	\$20,513	\$91	60,000	34%		
5135 Health - Retired	0	0	0	0	0	\$23,572	\$1,800	0	-%		
5130 Health & Dental Insurance	25,318	21,274	20,953	6,270	6,270	\$7,380	\$2,417	32,000	23%		
5140 Vision Insurance	443	352	422	187	187	\$138	\$0	500	28%		
5150 Retirement Benefits (active)	16,332	15,418	21,788	15,941	15,941	\$4,520	\$1,425	29,000	16%		
5160 Workers' Compensation	990	1,186	1,483	741	741	\$998	\$0	1,800	55%		
5180 FICA/Medicare Contribution	3,049	3,624	3,552	1,025	1,025	\$1,853	\$96	5,600	33%		
5190 UI/TT Contribution	2,605	3,156	3,906	0	0	\$1,378	\$33	3,600	38%		
<b>Salaries &amp; benefits</b>	<b>141,229</b>	<b>139,757</b>	<b>162,827</b>	<b>70,173</b>	<b>0</b>	<b>94,614</b>	<b>16,673</b>	<b>216,500</b>	<b>44%</b>		
5209 Advertising/Marketing	29,847	30,964	34,094	11,156	11,156	\$20,509	\$9,858	30,000	68%		
5210 Agency Admin	3,082	2,402	3,860	0	0	\$0	\$0	3,700	0%		
5220 Audit & Accounting	0	0	0	0	0	\$0	\$0	0	-%		
5221 Bank Charges	2,121	3,183	4,247	1,793	1,793	\$2,594	\$517	3,000	86%		
5230 Clothing/Uniforms	874	0	0	0	0	\$53	\$0	0	-%		
5231 Computer Software	3,281	3,217	3,174	3,174	3,174	\$3,068	\$0	4,000	77%		
5235 Contractual Services - Other	10,289	17,964	6,358	3,300	3,300	\$15,206	\$5,170	10,000	152%		
5240 Temporary Help Contractual Service	0	0	0	0	0	\$0	\$0	0	-%		
5250 Director Comp	0	0	0	0	0	\$48	\$0	0	-%		
5260 EDC Department Agency	842	749	880	880	880	\$1,247	\$0	800	156%		
5265 Educational Material	0	0	0	0	0	\$0	\$0	0	-%		

Cameron Park Community Services District - Recreation  
Statement of Revenues & Expenditures - PRELIMINARY  
through six months of the Year Ended January 31, 2017  
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	Actual		Actual	YTD as of		MTD as of	YTD as of		MTD as of	Annual	Actual
	FY 2013-14	FY 2014-15		FY 2015-16	12/31/2015		11/30/2015	1/31/2017			
											YTD
Recreation											
5270 Elections	0	0	0	0	0	0	\$0	\$0	\$0	0	0%
5275 Equipment-Minor/Small	0	997	0	0	0	0	\$0	\$0	\$0	500	0%
5282 Refund - Deposit	5,342	0	0	0	0	0	\$1,785	\$1,785	\$0	0	-%
5285 Fire & Safety Supplies	0	0	0	0	0	0	\$0	\$0	\$0	0	-%
5300 Food	2,457	3,140	266	266	0	0	\$466	\$466	\$46	2,100	22%
5305 Fuel	0	0	0	0	0	0	\$0	\$0	\$0	0	-%
5310 Government Fees/Perm	0	0	0	0	0	0	\$0	\$0	\$0	0	-%
5315 Household Supplies	146	0	0	0	0	0	\$0	\$0	\$0	0	-%
5316 Instructors	17,208	23,244	8,396	8,396	0	0	\$15,010	\$15,010	\$5,102	16,500	91%
5320 Insurance	7,428	7,564	6,922	6,872	0	0	\$6,172	\$6,172	\$0	7,800	79%
5335 Legal Services	0	0	820	820	0	0	\$0	\$0	\$0	0	-%
5350 Maintenance - Equipment	1,726	717	188	188	0	0	\$295	\$295	\$55	1,500	20%
5380 Memberships & Subscriptions	248	248	185	185	0	0	\$185	\$185	\$0	228	81%
5385 Mileage Reimbursement	0	0	0	0	0	0	\$0	\$0	\$0	0	-%
5395 Miscellaneous	0	0	0	0	0	0	\$0	\$0	\$0	0	-%
5400 Office Supplies	875	1,109	158	158	0	0	\$844	\$844	\$517	900	94%
5410 Postage	258	412	319	319	0	0	\$94	\$94	\$0	400	24%
5415 Printing	0	0	270	270	0	0	\$360	\$360	\$0	0	-%
5420 Professional Services	5,699	5,702	1,418	1,418	0	0	\$1,631	\$1,631	\$261	5,000	33%
5421 Program Supplies	11,593	9,866	4,444	4,444	0	0	\$6,656	\$6,656	\$33	7,250	92%
5425 Publications & Legal Notices	0	0	0	0	0	0	\$0	\$0	\$0	0	-%
5431 Refund - Activity	1,095	0	(55)	(55)	0	0	\$4,636	\$4,636	\$2,114	0	-%
5435 Rent/Lease - Bldgs	91	920	0	0	0	0	\$0	\$0	\$0	900	0%
5440 Rent/Lease - Equip	0	0	0	0	0	0	\$206	\$206	\$0	200	103%
5455 Staff Development	309	481	0	0	0	0	\$0	\$0	\$0	500	0%
5470 Telephone	3,735	1,736	771	771	0	0	\$1,537	\$1,537	\$409	2,500	61%
5480 Travel/Lodging	(8)	0	0	0	0	0	\$0	\$0	\$0	0	-%
5625 Capital Equipment	47,713	46,184	0	0	0	0	\$267	\$267	\$0	52,000	1%
5466 Summer Spectacular	3,850	4,748	361	361	0	0	\$8,748	\$8,748	\$4,282	17,500	50%
5465 Special Events Expense	160,100	165,546	77,076	44,717	4,355	4,355	91,616	28,364	167,278	167,278	55%
<b>Total services &amp; supplies</b>											
Salaries & benefits	141,229	139,757	162,827	70,173	0	0	94,614	16,673	216,500	216,500	44%
Total expenditures	301,329	305,303	239,903	114,890	4,355	4,355	186,230	45,037	383,778	383,778	49%
Total revenues	419,084	418,834	428,569	71,124	399	399	234,270	143,300	426,828	426,828	55%
<b>Transfers In/(Out) of General Fund</b>	<b>\$117,755</b>	<b>\$113,532</b>	<b>\$188,666</b>	<b>(\$43,766)</b>	<b>(\$3,956)</b>	<b>\$48,040</b>	<b>\$98,263</b>	<b>\$43,050</b>	<b>\$43,050</b>	<b>\$43,050</b>	<b>112%</b>

Cameron Park Community Services District - Community Center  
Statement of Revenues & Expenditures - PRELIMINARY  
through six months of the Year Ended January 31, 2017  
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

Community Center	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	YTD as of 12/31/2015	MTD as of 12/31/2015	YTD as of 1/31/2017	MTD as of 1/31/2017	Annual Budget FY 2016-17	YTD Actual as % of Budget
<b>Revenues:</b>									
4145 CC Youth Programs	\$24,677	\$30,647	\$6,086	\$6,086	\$	\$ 10,699	\$ 2,699	\$20,297	53%
4146 CC Adult Programs	36,763	35,947	\$12,791	12,791	\$	18,562	3,171	34,606	54%
4150 Pre-School Program	1,134	0	\$0	0	\$	-	-	0	-%
4151 Teen Center/Activities	0	0	\$0	0	\$	-	-	0	-%
4170 CC Special Events/Concerts	0	7	\$77	77	\$	-	-	0	-%
4153 Senior Program	1,426	6,085	\$3,434	3,434	\$	5,370	1,210	5,250	102%
4183 Summer Kids Camp	49,160	54,058	\$17,639	17,639	\$	31,265	-	42,000	74%
4184 CC Concessions	855	606	\$643	643	\$	598	-	1,500	40%
4185 Community Center Rentals	45,100	46,449	\$41,215	41,215	\$	41,569	8,791	38,588	108%
4186 Gym Use Fees/Programs	12,093	11,823	\$3,628	3,628	\$	14,113	951	10,668	132%
4187 Community Center Pool	118,185	141,411	\$40,373	40,373	\$	11,832	659	128,655	9%
4147 Youth Sports	38,059	39,682	\$6,907	6,907	\$	56,767	13,199	52,243	109%
4148 Adult Sports	8,735	8,975	\$1,470	1,470	\$	6,295	3,309	15,120	42%
4255 Sponsorships	0	37	\$0	0	\$	-	-	0	-%
<b>Total revenues</b>	<b>336,186</b>	<b>375,727</b>	<b>134,264</b>	<b>134,264</b>	<b>0</b>	<b>197,068</b>	<b>33,989</b>	<b>348,927</b>	<b>56%</b>
<b>Expenditures:</b>									
5000 Salaries - Permanent	9,481	8,221	\$0	0	\$	2,471	410	37,000	7%
5010 Salaries - Seasonal/PT funded	55,304	70,916	\$45,252	45,252	\$	45,749	539	99,000	46%
5130 Health & Dental Insurance	4,344	4,165	\$1,326	1,326	\$	1,768	346	15,000	12%
5140 Vision Insurance	0	0	\$0	0	\$	-	-	200	0%
5150 Retirement Benefits (active)	3,109	3,191	\$7,159	7,159	\$	1,234	170	4,500	27%
5160 Workers' Compensation	1,100	1,318	\$824	824	\$	1,030	-	2,000	51%
5180 FICA/Medicare Contribution	4,133	5,535	\$3,455	3,455	\$	3,560	-	9,000	40%
5190 UI/TT Contribution	4,160	4,232	\$3,740	3,740	\$	3,250	-	5,000	65%
<b>Salaries &amp; Benefits</b>	<b>81,631</b>	<b>97,578</b>	<b>61,756</b>	<b>61,756</b>	<b>0</b>	<b>59,061</b>	<b>1,465</b>	<b>171,700</b>	<b>34%</b>
5209 Advertising/Marketing	4,056	3,810	\$1,215	1,215	\$	1,103	57	9,500	12%
5210 Agency Administration Fee	0	0	\$0	0	\$	-	-	0	-%
5215 Agriculture	640	1,510	\$75	75	\$	-	-	1,500	0%
5220 Audit & Accounting	0	0	\$0	0	\$	-	-	0	-%
5221 Bank Charges	5,714	6,881	\$3,456	3,456	\$	2,957	-	6,500	45%
5230 Clothing/Uniforms	0	853	\$0	0	\$	-	-	400	0%
5231 Computer Software	2,362	3,197	\$3,174	3,174	\$	3,065	-	3,500	88%
5235 Temporary Help Contractual Service	121,421	133,666	\$35,180	35,180	\$	31,832	4,894	91,720	35%
5240 Contract Services - Other	0	0	\$0	0	\$	-	-	0	-%
5250 Director Comp	0	0	\$0	0	\$	-	-	0	-%
5260 EDC Department Agency	0	0	\$0	0	\$	60	48	0	-%
5265 Educational Material	0	0	\$0	0	\$	-	-	500	0%
5270 Elections	0	0	\$0	0	\$	-	-	0	-%
5275 Equipment-Minor/Small	816	5,759	\$233	233	\$	1,033	-	5,000	21%
5285 Fire & Safety Supplies	1,048	145	\$0	0	\$	262	179	1,000	26%
5290 Fire Prevention & Inspection	0	0	\$0	0	\$	-	-	0	-%
5282 Refund - Deposit	12,438	300	\$0	0	\$	8,442	2,982	0	-%
5300 Food	19	459	\$274	274	\$	296	12	300	99%
5310 Government Fees/Perm	2,928	3,252	\$146	146	\$	2,096	281	4,500	47%



Cameron Park Community Services District - Community Center  
Statement of Revenues & Expenditures - PRELIMINARY  
through six months of the Year Ended January 31, 2017  
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

Community Center	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	YTD as of 12/31/2015	MTD as of 12/31/2015	YTD as of 1/31/2017	MTD as of 1/31/2017	Annual Budget FY 2016-17	YTD Actual as % of Budget
5315 Household Supplies	7,005	8,478	\$4,294	4,294	\$ -	\$ 2,478	\$ -	9,000	28%
5316 Instructors	50,019	64,975	\$16,364	16,364	\$ -	\$ 25,499	\$ 1,225	44,200	58%
5320 Insurance	10,477	11,005	\$9,995	9,995	\$ -	\$ 8,978	\$ -	10,200	88%
5335 Legal Services	0	3,200	\$600	600	\$ -	\$ -	\$ -	0	-%
5340 Maintenance - Vehicles	14,289	7,382	\$0	-	\$ -	\$ 373	\$ -	12,000	3%
5345 Maintenance - Buildings	11,478	20,547	\$5,901	5,901	\$ -	\$ 8,476	\$ 1,079	13,000	-%
5350 Maintenance - Equipment	7,615	1,519	\$7,542	7,542	\$ -	\$ 6,534	\$ 1,649	2,500	50%
5355 Maintenance - Grounds	288	0	\$2,633	2,633	\$ -	\$ 349	\$ -	2,500	14%
5360 Maintenance - Radio & Phones	27	0	\$0	0	\$ -	\$ -	\$ -	0	-%
5370 Maintenance - Vehicles	0	0	\$315	315	\$ -	\$ -	\$ -	0	-%
5375 Medical Supplies	0	0	\$0	0	\$ -	\$ 150	\$ -	200	75%
5380 Memberships & Subscriptions	0	0	\$0	0	\$ -	\$ -	\$ -	0	-%
5385 Mileage Reimbursement	6,020	1,460	\$340	340	\$ -	\$ 2,166	\$ -	5,200	42%
5395 Miscellaneous	698	2,927	\$466	466	\$ -	\$ 2,006	\$ 12	1,800	111%
5400 Office Supplies	29,856	25,516	\$7,279	7,279	\$ -	\$ 10,948	\$ 239	28,900	38%
5405 Pool Chemicals	0	4	\$103	103	\$ -	\$ -	\$ -	0	-%
5410 Postage	1	160	\$0	0	\$ -	\$ -	\$ 200	0	0%
5415 Printing	4,198	4,974	\$2,134	2,134	\$ -	\$ 8,798	\$ 2,218	8,000	110%
5420 Professional Services	8,587	12,531	\$4,406	4,406	\$ -	\$ 3,378	\$ 1,234	6,800	50%
5421 Program Supplies	0	0	\$0	0	\$ -	\$ -	\$ -	0	-%
5425 Publications & Legal Notices	9,444	0	\$0	0	\$ -	\$ 22,266	\$ 15,287	0	-%
5431 Refund - Activity	6,209	9,910	\$0	0	\$ -	\$ -	\$ -	9,000	0%
5435 Rent/Lease - Bldgs	463	178	\$0	0	\$ -	\$ -	\$ -	0	-%
5440 Rent/Lease - Equip	0	0	\$0	0	\$ -	\$ -	\$ -	500	0%
5455 Staff Development	2,879	1,760	\$1,409	1,409	\$ -	\$ 4,585	\$ 713	2,400	191%
5470 Telephone	0	0	\$0	0	\$ -	\$ -	\$ -	0	-%
5486 Tuition	10,709	10,164	\$6,876	6,876	\$ -	\$ 10,388	\$ -	15,750	66%
5490 Water	61,083	80,614	\$33,456	33,456	\$ -	\$ 53,292	\$ 6,680	78,300	68%
5492 Utilities - Electricity / Gas	0	0	\$0	0	\$ -	\$ -	\$ -	1,000	0%
5500 Vandalism	0	7,740	\$0	0	\$ -	\$ -	\$ -	6,000	0%
5625 Capital Equipment	392,786	434,876	147,867	147,867	0	221,811	38,789	379,370	58%
<b>Total services &amp; supplies</b>									
Salaries & benefits	81,631	97,578	61,756	61,756	0	59,061	1,465	171,700	34%
Total expenditures	474,416	532,454	209,623	209,623	0	280,872	40,254	551,070	51%
Total revenues	336,186	375,727	134,264	134,264	0	197,068	33,989	348,927	56%
Surplus/(deficit)	(138,231)	(156,727)	(75,359)	(75,359)	0	(83,804)	(6,265)	(202,143)	
Transfers In/(Out) of General Fund	0	0	0	0	0	0	0	0	
Net Surplus/(deficit)	(\$138,231)	(\$156,727)	(\$75,359)	(\$75,359)	\$0	(\$83,804)	(\$6,265)	(\$202,143)	

Cameron Park Community Services District - General Fund  
Statement of Revenues & Expenditures - PRELIMINARY UNAUDITED  
For the Year Ended June 30, 2016

Prior Year: FY 2015-16 ACTUAL (UNAUDITED)

General Fund:	Administration				Parks	Recreation	Community Center	06/30/16 Actual	FY 2015-16	
	Fire & JPA	Fire & JPA	Parks	Recreation					Community Center	General Fund Budget
Expenditures:										
5000 Salaries - Permanent	55,013	0	175,305	76,788	0		307,105	435,340	71%	
5010 Salaries - Seasonal/PT/Fund	10,004	0	0	33,935	45,252		89,191	166,687	54%	
5135 Health - Retired	6,284	17,290	7,885	0	0		31,459	115,188	27%	
5130 Health & Dental Insurance	5,889	0	21,940	20,953	1,326		50,108	102,591	49%	
5140 Vision Insurance	153	0	564	422	0		1,275	1,478	86%	
5150 Retirement Benefits (active)	26,913	0	37,286	21,788	7,159		93,146	83,122	112%	
5160 Workers' Compensation	618	700	2,471	1,483	824		6,095	7,790	78%	
5180 FICA/Medicare Contributor	1,016	0	2,567	3,552	3,455		10,589	19,312	55%	
5190 UI/TT Contribution	404	0	1,302	3,906	3,740		9,352	11,338	82%	
<b>Total salaries and benefits</b>	<b>106,294</b>	<b>17,990</b>	<b>249,319</b>	<b>162,827</b>	<b>61,756</b>		<b>598,322</b>	<b>942,846</b>	<b>63%</b>	
5209 Advertising/Marketing	156	0	169	34,094	1,215		35,634	40,100	89%	
5210 Agency Administration Fee	0	0	13,896	3,860	0		17,756	75,043	24%	
5215 Agriculture	0	0	9,155	0	75		9,230	7,500	123%	
5220 Audit & Accounting	945	0	0	0	0		945	25,000	4%	
5221 Bank Charges	715	0	0	4,247	3,456		8,418	12,000	70%	
5230 Clothing/Uniforms	0	229	1,696	0	0		1,925	4,400	44%	
5231 Computer Software	837	1,110	710	3,174	3,174		9,005	12,700	71%	
5240 Contractual Services - other	18,654	2,091	0	0	0		20,745	25,000	83%	
5235 Contractual Services	0	0	104,085	6,358	35,180		145,623	129,220	113%	
5236 Contractual Services - Provic	0	0	0	0	0		0	3,287,334	0%	
5250 Directors Compensation	4,000	0	0	0	0		4,000	18,000	22%	
5260 EDC Department Agency	1,760	880	880	880	0		4,399	3,200	137%	
5265 Educational Material	0	2,136	0	0	0		2,136	800	267%	
5270 Elections	0	0	0	0	0		0	0	0%	
5275 Equipment-Minor/Small Toc	0	553	8,767	0	233		9,554	18,000	53%	
5282 Deposit Refund	0	0	0	0	0		0	0	0%	
5285 Fire & Safety Supplies	0	129	842	0	0		971	2,900	33%	
5290 Fire Prevention & Inspection:	0	0	0	0	0		0	21,000	0%	
5295 Fire Turnouts	0	3,178	0	0	0		3,178	0	0%	
5296 Fire-Volunteer/Resident	0	5,720	0	0	0		5,720	29,200	20%	
5300 Food	108	134	530	266	274		1,313	6,100	22%	
5305 Fuel	0	16,077	5,543	0	0		21,620	73,000	30%	

**Cameron Park Community Services District - General Fund  
Statement of Revenues & Expenditures - PRELIMINARY UNAUDITED  
For the Year Ended June 30, 2016**

Prior Year: FY 2015-16 ACTUAL (UNAUDITED)

General Fund:	Administration					Community Center			06/30/16 Actual	FY 2015-16	
	Administration	Fire & JPA	Parks	Recreation	Community Center	General Fund Budget	Actual as % of Budget				
5310 Government Fees/Permits	0	2,076	8,856	0	146	11,079	12,650	88%			
5315 Household Supplies	0	1,955	11,263	0	4,294	17,512	20,000	88%			
5316 Instructors	0			8,396	16,364	24,759	67,000	37%			
5320 Insurance	2,499	23,114	18,116	6,922	9,995	60,646	73,000	83%			
5335 Legal Services	6,149	6,618	4,064	820	600	18,251	30,000	61%			
5345 Maintenance - Buildings	0	1,161	7,287	0	0	8,448	28,000	30%			
5350 Maintenance - Equipment	124	6,066	17,089	188	7,542	31,009	50,500	61%			
5355 Maintenance - Grounds	463	326	47,077	0	2,633	50,499	44,500	113%			
5360 Maintenance - Radios & Pho	0	1,923	0	0	0	1,923	1,000	192%			
5365 Maintenance - Tires & Tube:	0	5,903	1,689	0	0	7,592	10,000	76%			
5370 Maintenance - Vehicles	0	6,494	12,863	0	315	19,672	25,000	79%			
5375 Medical Supplies	0	0	0	0	0	0	200	0%			
5380 Memberships & Subscription	702	0	108	185	0	995	8,575	12%			
5385 Mileage Reimbursement	0	0	0	0	340	340	5,600	6%			
5395 Miscellaneous	20	0	44	0	0	64	0	0%			
5400 Office Supplies	2,021	1,627	2,489	158	466	6,762	10,350	65%			
5405 Pool Chemicals	0	0	37,930	0	7,279	45,209	65,000	70%			
5410 Postage	196	0	0	319	103	618	1,900	33%			
5415 Printing	12	85	176	270	0	543	1,350	40%			
5420 Professional Services	24,498	979	25,745	1,418	2,134	54,775	86,100	64%			
5421 Program Supplies	0	0	0	4,444	4,406	8,850	24,100	37%			
5425 Publications & Legal Notice:	46	0	710	0	0	756	650	116%			
5430 Radios	0	0	0	0	0	0	500	0%			
5431 Refund-Activity	0	0	0	(55)	0	(55)	0	0%			
5435 Rent/Lease - Buildings	153	0	0	0	0	153	8,500	2%			
5440 Rent/Lease - Equipment	0	0	771	0	0	771	1,570	49%			
5455 Staff Development	11	12	205	0	0	228	14,200	2%			
5470 Telephone	1,819	3,746	936	771	1,409	8,681	25,300	34%			
5480 Travel/Lodging	0	103	0	0	0	103	2,000	5%			
5486 Tuition	0	0	0	0	0	0	0	0%			
5490 Utilities - Water	0	2,525	27,229	0	6,876	36,630	55,750	66%			
5492 Utilities - Electricity / Gas	0	12,429	41,524	0	33,456	87,409	145,300	60%			
5500 Vandalism	0	0	7,864	0	0	7,864	1,000	786%			
5466 Summer Spectacular	0	0	0	0	0	0	52,000	0%			

**Cameron Park Community Services District - General Fund  
Statement of Revenues & Expenditures - PRELIMINARY UNAUDITED  
For the Year Ended June 30, 2016**

Prior Year: FY 2015-16 ACTUAL (UNAUDITED)

General Fund:	Administration					Recreation	Community Center	06/30/16 Actual	FY 2015-16	
	Administration	Fire & JPA	Parks	Recreation	Community Center				General Fund Budget	Actual as % of Budget
5465 Special Events Expense	0	0	0	361	0	361	361	17,500	2%	
<b>Total services and supplies</b>	<b>65,888</b>	<b>109,379</b>	<b>420,310</b>	<b>77,076</b>	<b>141,966</b>	<b>814,619</b>	<b>814,619</b>	<b>4,679,592</b>	<b>17%</b>	
Revenues:										
Property Tax	0	0	610,863	169,684		780,547	780,547	3,555,460	22%	
Interest	0					0	0	7,500	0%	
Recreation Program Revenue	0			204,110	49,048	253,157	253,157	306,719	83%	
Administration Process Fees	0					0	0	7,000	0%	
JPA Reimbursements	0					0	0	1,056,705	0%	
Grant Reimbursement	0		0			0	0	0	0%	
Facility Use Revenue			0	20,736	85,216	105,952	105,952	184,510	57%	
Special Events				34,039		34,039	34,039	52,000	65%	
Franchise Fees	45,713					45,713	45,713	160,000	29%	
Other Income	4,969	0				4,969	4,969	0	0%	
Sponsorships						0	0	15,000	0%	
Fire Engines Lease & Purchase		0				0	0	0	0%	
<b>Total revenues</b>	<b>50,682</b>	<b>0</b>	<b>610,863</b>	<b>428,569</b>	<b>134,264</b>	<b>1,224,377</b>	<b>1,224,377</b>	<b>5,344,894</b>	<b>23%</b>	
Expenditures:										
Salaries and employee benefit	106,294	17,990	249,319	162,827	61,756	598,322	598,322	942,846	63%	
Services and supplies	65,888	109,379	420,310	77,076	141,966	814,619	814,619	4,679,592	17%	
Capital Equipment	0	0	100,723	0	0	100,723	100,723	164,479	61%	
Fire Engines Lease	0	0	0	0	0	0	0	0	0%	
Reserve for Capital Equipme	0	0	0	0	0	0	0	0	0%	
<b>Total expenditures</b>	<b>172,182</b>	<b>127,369</b>	<b>770,352</b>	<b>239,903</b>	<b>203,721</b>	<b>1,513,663</b>	<b>1,513,663</b>	<b>5,786,917</b>	<b>26%</b>	
<b>Excess (deficit)</b>	<b>(121,500)</b>	<b>(127,369)</b>	<b>(159,489)</b>	<b>188,666</b>	<b>(69,458)</b>	<b>(289,285)</b>	<b>(289,285)</b>	<b>(442,023)</b>	<b>65%</b>	
Contingency										
<b>Excess (deficit)</b>	<b>(121,500)</b>	<b>(127,369)</b>	<b>(159,489)</b>	<b>188,666</b>	<b>(69,458)</b>	<b>(289,285)</b>	<b>(289,285)</b>	<b>(442,023)</b>		



# Item #3b.

## Accounts Payable Check Register

Check	Date	Vendor ID	Name	DirDep	Recon	Void	Type	Amount	Bank	Invoice/Item No
25475	01/05/2017	19274.01	Brent T Hemphill Description: December shifts	No	No	No	Normal	320.00	OPR	Inv#
25481	01/05/2017	87100 01	EDC Emergency Services Authori Description: F FY 1st qtr Dispatch 07-09, F FY 15-16 4 qtr refund	No	No	No	Normal	4,523.90	OPR	Inv# 138525-CP,13
25502	01/13/2017	01000-01	Public Employee's Union Local 1	No	No	No	Normal	40.56	OPR	Inv# E.D.-LOC1 DU
25515	01/12/2017	19351 01	Gregory Schwegler Description: F ACLS / PALS renewal	No	No	No	Normal	200.00	OPR	Inv#
25536	01/19/2017	19186 01	EDC Chamber of Commerce Description: R Wedding Affair Sign on Hwy 50	No	No	No	Normal	100.00	OPR	Inv# 20140889
25553	01/19/2017	07612 02	U.S. Bank Description: Cal Card - CAHILL, Cal Card - COUNTS, Cal Card - COUNTS, Cal Card - EAGAN, Cal Card - SMITH, Cal Card - H	No	No	No	Normal	4,559.57	OPR	Inv# 4246-0400-177
25556	01/27/2017	01000-01	Public Employee's Union Local 1	No	No	No	Normal	40.56	OPR	Inv# E.D.-LOC1 DU
25558	01/26/2017	10637 01	Angius & Terry LLP Description: CC & R November services, CC & R December services	No	No	No	Normal	7,432.64	OPR	Inv# 11271,11510
25559	01/26/2017	19304 01	AT&T Calnet 3 Description: F 12-10 / 01-09 Station 88, F 12/10 - 01/09 Station 89	No	No	No	Normal	39.70	OPR	Inv# 9115949,9115
25560	01/26/2017	04803 01	Blue Ribbon Personnel Services Description: Week ending 01-15-17	No	No	No	Normal	3,665.80	OPR	Inv# 41816
25563	01/26/2017	00219 02	Churchill's Hardware Description: FIRE - - Capital expense, PARKS - Lock de-icer, CC Drywall nails - PARKS	No	No	No	Normal	93.30	OPR	Inv# B120074,B119
25564	01/26/2017	19098 01	Comcast Description: F Jan. 11 - Feb. 10 2017	No	No	No	Normal	140.93	OPR	Inv# 815560051042
25565	01/26/2017	19222 01	EDC Registrar of Voters Description: Presidential General Elct Nov 2016	No	No	No	Normal	10,469.81	OPR	Inv# 2016056
25566	01/26/2017	00060-01	Fire Apparatus Inc. Description: F Fire engine parts	No	No	No	Normal	89.98	OPR	Inv# 10930
25567	01/26/2017	03280 01	Foothill Auto Service, Inc. Description: P parking brake adjustment	No	No	No	Normal	47.00	OPR	Inv# 28424
25569	01/26/2017	ONE01028	Lynnee Boyes Description: Deposit refund	No	No	No	Normal	300.00	OPR	Inv# 75380
25570	01/26/2017	19399 01	Michael John Cullen III Description: Dec. 18 on E89	No	No	No	Normal	40.00	OPR	Inv#
25571	01/26/2017	00395 03	PG&E Description: P 12-16-16 / 01-17-17 Baron Ct, F 12-16 / 01/17 3202 /3206 CC, F 12-15 / 01-13 3200 CC, F 12-15 / 01-13	No	No	No	Normal	2,720.78	OPR	Inv# 2212203999-7,
25574	01/26/2017	03679 01	Rosalie M. Stearns Description: Hula class	No	No	No	Normal	105.00	OPR	Inv#
25575	01/26/2017	00055 01	Roy M Imai Description: Tai Chi class	No	No	No	Normal	140.40	OPR	Inv#
25578	01/26/2017	00030 01	The Paint Spot Description: CC - Classroom paint & supplies	No	No	No	Normal	26.04	OPR	Inv# 175201
25579	01/26/2017	03946 07	Verizon Business Description: F Bill payer Y2620198, F Bill payer ID Y2620199, F Bill payer ID Y2620200	No	No	No	Normal	15.22	OPR	Inv# 62422139,624



# Accounts Payable Check Register

Check	Date	Vendor ID	Name	DirDep	Recon	Void	Type	Amount	Bank	Invoice/Item No
25580	01/26/2017	03946 05	Verizon Wireless Description: CC 12-19 / 01-18	No	No	No	Normal	682.24	OPR	Inv# 9778782032,9 Dec. 16, 2016 - Jan. 15, 2017
25581	01/26/2017	08660 01	Vincent A Hill Description: Fliers & Postcards	No	No	No	Normal	465.00	OPR	Inv#
25582	01/26/2017	20494 01	Vintage Transport Description: P Hitch for chipper	No	No	No	Normal	208.99	OPR	Inv# 13701
<b>Electronic Payments:</b>										
E.D.-PERS	01/13/2017	08810 01	CalPERS 457 Plan	-	-	-	Elect Pay	588.24	OPR	Inv# E.D.-PERS DC
E.D.-PERS	01/27/2017	08810 01	CalPERS 457 Plan	-	-	-	Elect Pay	588.24	OPR	Inv# E.D.-PERS DC
FWT Tax Pa	01/13/2017	03250 01	EFTPS - Federal Tax Deposits	-	-	-	Elect Pay	2,058.28	OPR	Inv# FWT Tax Pay
FWT Tax Pa	01/27/2017	03250 01	EFTPS - Federal Tax Deposits	-	-	-	Elect Pay	2,365.64	OPR	Inv# FWT Tax Pay
SWT Tax P	01/13/2017	02351 01	EDD - State Tax Deposits	-	-	-	Elect Pay	594.49	OPR	Inv# SWT Tax Pay
SWT Tax P	01/27/2017	02351 01	EDD - State Tax Deposits	-	-	-	Elect Pay	666.07	OPR	Inv# SWT Tax Pay

---

Total Reconciled Checks:	0.00
Total Reconciled Check Amount Paid:	0.00
Total Unreconciled Checks:	25.00
Total Unreconciled Check Amount Paid:	36,467.42
Total Void Checks:	0.00
Total Void Check Amount Paid:	0.00
Total Electronic Payments:	6,860.00
Total Electronic Payment Credits:	0.00

---

**SELECTION CRITERIA:**  
Check Date Range: 01/01/17 Through 01/31/17  
Bank: OPR  
Check Sort Option: Check Then Date  
Check Status Option: Unreconciled Checks Only  
Check Process Option: Both Good and Voided Checks  
Pay Method: Checks Only

---



Item #3c.

CAMERON PARK CSD

U.S. BANCORP SERVICE CENTER  
P. O. Box 6343  
Fargo, ND 58125-6343



ACCOUNT NUMBER [REDACTED]  
STATEMENT DATE 02-22-17  
TOTAL ACTIVITY \$ 161.19

000025508 01 AB 0.403 106481913589930 P Y

"MEMO STATEMENT ONLY"  
DO NOT REMIT PAYMENT

MARY E CAHILL  
CAMERON PARK CSD  
2502 COUNTRY CLUB DRIVE  
CAMERON PARK CA 95682-7717

MAR 06

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Cardholder Date Approver Date

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
01-24	01-23	PROSPG.COM WWW.PROSPG.CO FL PUR ID: 00122080 TAX: 0.00	24492157023637001220800	5734	181.74
01-24	01-23	PROSPG.COM WWW.PROSPG.CO FL PUR ID: 00126186 TAX: 0.00	24492157023637001261861	5734	6.00
01-26	01-25	SQ *SHINGLE SPRINGS-CAMER CAMERON PARK CA PUR ID: 0002305843010968995539 TAX: 0.00	24692167025000737484734	8699	45.00
01-30	01-27	BAR*ACUDA T 408-3425400 CA PUR ID: 1622743 TAX: 0.00	24436547029008607057696	7372	50.00
01-30	01-27	MARSHALLS # 821 FOLSOM CA PUR ID: TAX: 0.00	24445007028000532561293	5651	43.08
01-31	01-29	PROSPG.COM 7274568176 FL PUR ID: 00137004 TAX: 0.00	74492157030637001370049	5734	6.00CR
01-31	01-29	PROSPG.COM 7274568176 FL PUR ID: 00137081 TAX: 0.00	74492157030637001370817	5734	181.74CR
02-02	02-02	PAYMENT - THANK YOU 00000 C	74798267033000000000221	0000	493.93PY
02-02	02-01	INTUIT *QUICKBOOKS 800-446-8848 CA PUR ID: IGS_110208628327 TAX: 0.00	24692167032000562160848	5734	379.95
02-03	02-02	MSFT * E020039VCZ 800-642-7676 WA PUR ID: Z10HXMOPD8S4 TAX: 0.00	24430997034400819014746	5045	87.10

Default Accounting Code: GENERAL MANAGER, CPCSD

CUSTOMER SERVICE CALL  800-344-5696	ACCOUNT NUMBER [REDACTED]		ACCOUNT SUMMARY	
	STATEMENT DATE 02-22-17	DISPUTED AMOUNT \$ .00	PREVIOUS BALANCE	\$ .00
SEND BILLING INQUIRIES TO:  C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE  \$ 0.00  DO NOT REMIT		PURCHASES & OTHER CHARGES	\$842.86
			CASH ADVANCES	\$ .00
			CASH ADVANCE FEE	\$ .00
			CREDITS	\$681.67
			TOTAL ACTIVITY	\$161.19



Account Name:	MARY E CAHILL
Company Name:	CAMERON PARK CSD
Account Number:	[REDACTED]
Statement Date:	02-22-17

**NEW ACCOUNT ACTIVITY**

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
02-06	02-03	ADOBE *CREATIVE CLOUD 800-833-6687 CA PUR ID: 00000000000000000000 TAX: 0.00	24610437035004031382226	5734	49.99



*Cameron Park  
Community Services District*

## Agenda Transmittal

**DATE:** March 15, 2017

**FROM:** Mary Cahill, General Manager

**AGENDA ITEM #5:** **FISCAL YEAR 2016/17 PROJECT UPDATES**

**RECOMMENDED ACTION:** Receive and File

---

**BUDGET ACCOUNT:** N/A  
**BUDGET IMPACT:** N/A

---

Below are projects the District is currently working on.

The follow committee goals for 2017 have been created:

<b>Committee</b>	<b>Goals</b>
<b>Budget &amp; Administration</b>	Maintain a fiscally responsible budget, find ways to be cost effective and update policies.
<b>Covenants, Conditions and Restrictions (CC&amp;Rs)</b>	Pending and will be finalized at the April meeting.
<b>Fire &amp; Emergency Services</b>	<ul style="list-style-type: none"><li>• Continue to be appraised of the great services we offer</li><li>• Mandated weed abatement inspections</li><li>• Ongoing safety</li></ul>
<b>Parks &amp; Recreation</b>	Increase services for parks and recreational programs. Identify community needs, generate additional revenue, grow new activities and enhance current programs, for example: <ul style="list-style-type: none"><li>• Improve marketing</li><li>• Increase new activities</li><li>• Provide bocce ball courts</li><li>• Grow Summer Spectacular</li><li>• Extend the Lagoon season</li></ul>

Staff (Mary Cahill, General Manager; J. R. Hichborn, Parks Superintendent; Tina Helm, Recreation Supervisor and Miranda Nelson, Marketing/Community Outreach Specialist) attended the CPRS Conference in Sacramento on February 28<sup>th</sup>, March 1<sup>st</sup> and March 2<sup>nd</sup>. Tina Helm and Miranda Nelson volunteered part of their time for the conference and were able to go to selected sessions as attendees. J. R. Hichborn was registered for the Playground Safety

course, which was a 2.5 day session. General Manager Cahill attended the exhibition hall, met with some of our vendors and attended the Mayor's Reception with Assemblyman Kevin Kiley and his Chief of Staff William Kolkey. CSD Board Member Margaret Mohr also attended the reception.

The issue of adding bocce ball courts and keeping the existing t-ball field at Rasmussen Park will be heard at the El Dorado County Board of Supervisors meeting on Tuesday, March 21, 2016, at 2:00 p.m. Everyone is encouraged to attend to show their support (see flyer, Exhibit A).

Attached (Exhibit B) is the flyer for the upcoming Special District Risk Management Authority (SDRMA) Safety/Claims Education Day, Tuesday, March 28<sup>th</sup>, Hilton Sacramento Arden West in Sacramento. All Board members are welcome and reservations are due by Friday, March 17<sup>th</sup>.

The cameras for the Assembly Room have been installed, however, there is a problem with the audio which will be repaired Friday. The cameras should be functioning at the April Board of Directors' meeting.

A Gold County workshop will be held on Wednesday, April 19<sup>th</sup> from approximately 8:00 a.m. to noon and speakers will be announced soon. There will be legislative updates.

Staff is working on hosting a legislators meet and greet event for our local, state and federal legislators. The purpose is for our community to have access to their representatives, hear a short presentation and visit with them in an informal environment. The District will work with community partners such as the Chamber of Commerce on this event. The date and time to be determined.

Exhibit A – Board of Supervisors Meeting Flyer

Exhibit B – Safety/Claims Education Day Flyer



CAMERON PARK

**Exhibit A**



**If you are concerned about the District's plans for bocce ball courts and the t-ball field at Rasmussen Park please note!**

The Cameron Park Community Services District is proposing that new bocce ball courts be added to Rasmussen Park, which is the major sports park in Cameron Park. This will be in addition to the t-ball field, playground, picnic area and trail.

This issue will be heard by the El Dorado County Board of Supervisors on:

**Tuesday  
March 21, 2017  
2:00 p.m.**

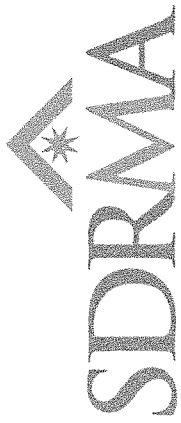
at

**Board of Supervisors Meeting Room  
Building A  
330 Fair Lane  
Placerville, CA**

Members of the public are welcome at this meeting to express their views!

The Board of Supervisors' agenda may be viewed at:  
[www.edcgov.us/BOS/](http://www.edcgov.us/BOS/)

For additional information, contact the Cameron Park Community Services District at (530) 677-2231.



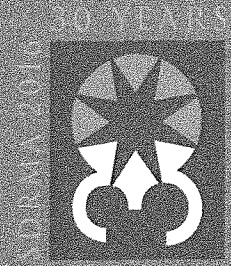
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

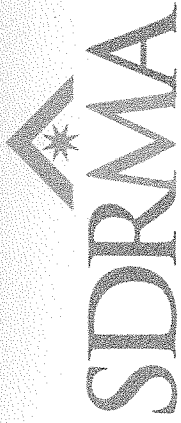
## SAFETY/CLAIMS EDUCATION DAY

Tuesday, March 28, 2017

Hilton Sacramento Arden West - Sacramento, California

[www.sdrma.org](http://www.sdrma.org)





SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

1112 I Street, Suite 300  
Sacramento, California 95814-2865  
T 916.231.4141  
T 800.537.7790  
F 916.231.4111  
[www.sdrma.org](http://www.sdrma.org)

## SAFETY/CLAIMS EDUCATION DAY

**March 28, 2017**

**Hilton Sacramento Arden West Hotel**

SDRMA provides Property/Liability, Workers' Compensation, Health Benefits and risk management services to California public agencies. Two times a year, we host our Safety/Claims Education Day to provide free training and information regarding coverages, online training programs, technology updates and our many valuable MemberPlus Services™.

In addition, SDRMA members who attend the Education Day are eligible to earn credit incentive points (CIPs) to reduce their annual contribution amounts for both Property/Liability and Workers' Compensation programs.

The Education Day is free to all SDRMA and CSDA members except for the separate workshop for the CSDA Special District Leadership Academy – Governance Foundations.

Come join us for safety, education and fun!

### Hotel Information

Hilton Sacramento Arden West  
2200 Harvard Street  
Sacramento, California 95815  
T. 800.344.4321

Reserve your room by Tuesday,  
March 13, 2017 for group rates  
\$118 plus tax  
Single or Double Room Rates

Ask for SDRMA Claims Day rate.

Register online at [www.sdrma.org](http://www.sdrma.org)

# PROGRAM AGENDA

7:30 – 8:15 a.m.

Registration / Buffet Breakfast (provided)

8:15 – 9:00 a.m.

Welcome, Annual Membership Meeting

9:00 – 9:25 a.m.

SDLF Acknowledgements and Presentations

9:25 – 10:15 a.m.

General Session - TargetSolutions Presentation \* Amy Albanese, TargetSolutions

10:15 – 10:30 a.m.

Break

10:30 a.m. – 3:45 p.m.

**SDRMA Supervisor Safety Specialist Certificate Program** \* Derek Davis, Lapidus Consulting

SEPARATE BREAKOUTS

Separate All Day Workshop - Earn this special certificate for SDRMA Members Only!

**SDLA Governance Foundations Workshop** \* David Aranda, SDA

Separate All Day Workshop - SDRMA Member: Free \* CSDA Member: \$125

General Session

10:30 a.m. – 12:00 p.m.

Employment Law Update - Gender Identity in the Workplace \* Dennis Timoney, SDRMA / Carl Fessenden, Porter Scott

12:00 – 1:00 p.m.

Lunch (provided)

1:00 – 2:15 p.m.

1A - Workers' Comp - SB863: 5 Years Later \* Debbie Yokota, SDRMA & Mike Sullivan & Associates

1B - Property - Is this Covered? \* Dennis Timoney, SDRMA

1C - New MemberPlus Online Portal Demonstration \* SDRMA & The iFish Group

Concurrent Breakout Sessions

2:15 – 2:30 p.m.

Break

2:30 – 3:45 p.m.

2A - Workers' Comp - Temporary Disability; Is it really Temporary? \* Debbie Yokota, SDRMA

2B - Liability - Check the Fine Print; Contractual Exposures \* Dennis Timoney, SDRMA

Concurrent Breakout Sessions

3:45 p.m.

Adjourn

Session A - Workers' Compensation Topics    Session B - Property/Liability Topics

# REGISTRATION FORM – Please select which sessions you will be attending

I will be attending the SDRMA Supervisor Safety Specialist Certificate all-day workshop

**-OR-**

I will be attending the SDLA Governance Foundations all-day workshop

(CSDA will bill the district directly if applicable)

**-OR-**

### Choose one afternoon session in this section:

1A - Workers' Comp - SB863: 5 Years Later \* Debbie Yokota, SDRMA & Mike Sullivan

1B - Property - Is this Covered? \* Dennis Timoney, SDRMA

1C - New MemberPlus Online Portal Demonstration \* SDRMA & The iFish Group

### Choose one afternoon session in this section:

2A - Workers' Comp - Temporary Disability; Is it really Temporary? \* Debbie Yokota, SDRMA

2B - Liability - Check the Fine Print; Contractual Exposures \* Dennis Timoney, SDRMA

Vegetarian Meal Request

Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

District: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

To register online:

Go to

[www.sdrma.org](http://www.sdrma.org)

and click on

“Register for a  
Training Workshop”

Seating is limited.

**Cancellation Policy** Cancellations must be made in writing and received by SDRMA (via fax or mail) three business days prior to the event.

*Cameron Park  
Community Services District*

## **Revised Agenda Transmittal**

**DATE:** March 15, 2017

**FROM:** Mary Cahill, General Manager

**AGENDA ITEM #6:** **FISCAL YEAR 2017/18 BUDGET PROCESS KEY DATES**

**RECOMMENDED ACTION:** Receive, Discuss and Action as Appropriate

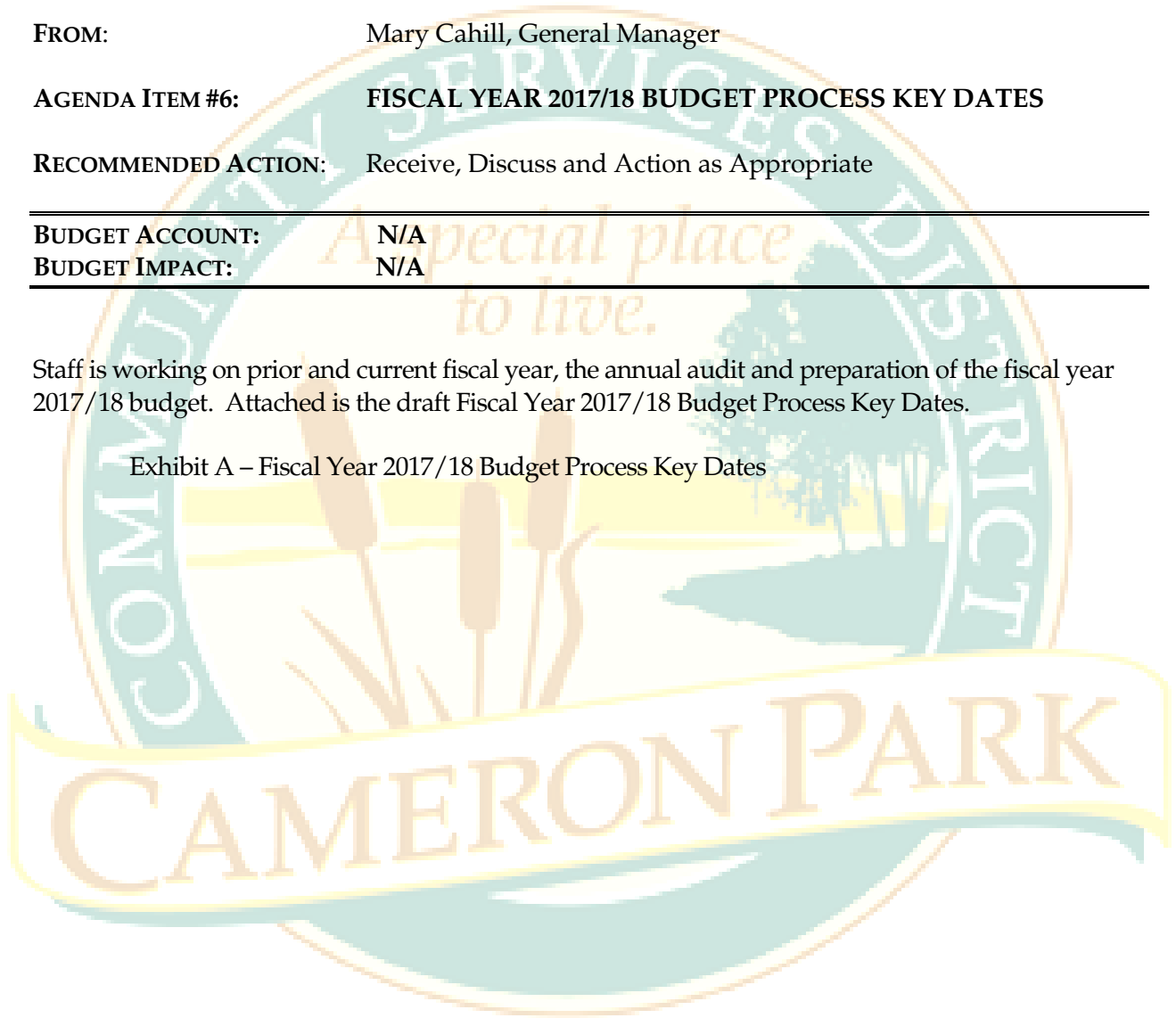
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**BUDGET ACCOUNT:** N/A  
**BUDGET IMPACT:** N/A

---

Staff is working on prior and current fiscal year, the annual audit and preparation of the fiscal year 2017/18 budget. Attached is the draft Fiscal Year 2017/18 Budget Process Key Dates.

Exhibit A – Fiscal Year 2017/18 Budget Process Key Dates





# Exhibit A

Cameron Park Community Services District

## Fiscal Year 2017/18

### Budget Process Key Dates

Item	Meeting	Date
<b>First Draft Budget Review</b>	Budget & Administration Committee	April 11, 2017
<b>First Budget Workshop</b> <ul style="list-style-type: none"><li>Resolution directing preparation of Engineer's Report</li><li>Waste Connections performance review/proposed rate change</li></ul>	Board of Directors	April 19, 2017
<b>Second Draft Budget Review</b>	Budget & Administration Committee	May 9, 2017
<b>Second Budget Workshop</b> <ul style="list-style-type: none"><li>Successes and Goals presentation</li><li>Resolution preliminarily accepting Engineer's Report and schedule public hearing</li><li>Waste Connections public hearing and resolution for rate change</li></ul>	Board of Directors	May 17, 2017
<b>Third Draft Budget Review</b>	Budget & Administration Committee	June 13, 2017
<b>Adoption of Preliminary Budget</b> <ul style="list-style-type: none"><li>Resolution establishing Appropriations Limitation (public hearing)</li><li>Public hearing for Engineer's Report</li><li>Resolution approving Engineer's Report and levying annual assessments</li></ul>	Board of Directors	June 21, 2017 <i>Deadline</i> 7/1/17
<b>Draft Review</b>	Budget & Administration Committee	July 11, 2017
<b>Draft Review</b> <ul style="list-style-type: none"><li>Resolution for bond rate calculation</li></ul>	Board of Directors	July 19, 2017
<b>Final Draft Review</b>	Budget & Administration Committee	August 8, 2017
<b>Adoption of Final Budget</b>	Board of Directors	August 16, 2017 <i>Deadline</i> 9/1/17

*Cameron Park*  
*Community Services District*  
**Agenda Transmittal**

DATE: March 15, 2017

TO: Board of Directors

FROM: Mary Cahill, General Manager

AGENDA ITEM #7: **RESOLUTION No. 2017-02 DIRECTING AUDITOR OF EL DORADO COUNTY TO LEVY AND COLLECT ASSESSMENTS FOR THE FISCAL YEAR 2017/18**

RECOMMENDED ACTION: Receive, Discuss and Adopt Resolution No. 2017-02 with Board Poll Vote

---

BUDGET ACCOUNT:

BUDGET IMPACT:

---

In 1985, AB 1350 was passed allowing the Cameron Park Community Services District (CPCSD) to enforce Covenants, Conditions, and Restrictions (CC&Rs) for each subdivision within the District and to assume the duties of the Architectural Review Committee. That same year, the voters authorized the District to adopt and levy a special tax of up to \$12 per year on each parcel of land within the District.

On November 16, 2016, the CPCSD Board of Directors voted to reduce the special tax by \$2 per parcel in 2017/18 fiscal year (Resolution No. 2016-17), making the tax \$10 per parcel.

As has been the practice, the CPCSD has authorized the El Dorado County Tax Collector to include such assessments on the tax roll of the County and provide receipts to the District, less any established fees and collection costs as established by the County for these services.

Resolution No. 2017-02 reflects this authorization for the 2017/18 fiscal year.

Exhibit A – Draft Resolution No. 2017-02

Exhibit B – Resolution No. 2016-17

# Exhibit A

**RESOLUTION NO. 2017-02  
of the Board of Directors  
of the Cameron Park Community Services District  
March 15, 2017**

**DIRECTING AUDITOR OF EL DORADO COUNTY TO LEVY AND COLLECT  
ASSESSMENTS FOR FISCAL YEAR 2017-18**

**RESOLUTION AUTHORIZING COVENANTS, CONDITIONS AND RESTRICTIONS  
ASSESSMENT DISTRICT FOR 2017-2018**

*WHEREAS*, the assessment of property parcels within this District, by vote of the registered voters, is administered by the Cameron Park Community Services District; and

*WHEREAS*, AB 1350, approved by the Governor, September 24, 1985, now authorizes the Cameron Park Community Services District to enforce the Covenants, Conditions, and Restrictions adopted for each subdivision within the District and to assume the duties of the Architectural Control Committee; and

*WHEREAS*, on November 5, 1985, the voters of said District authorized the Board of Directors of the District to adopt and levy a special tax of up to \$12 per year on each parcel of land within the District.

*WHEREAS*, on November 16, 2016, the Cameron Park Community Services District Board of Directors adopted to reduce the special tax by \$2 per parcel in 2017/18, making the special tax \$10 per parcel.

*NOW, THEREFORE, BE IT RESOLVED*, that the Board of Directors of the Cameron Park Community Services District does hereby establish a ten-dollar (\$10) assessment per parcel, with designated exemptions, herewith for fiscal year 2017-2018; and

*BE IT FURTHER RESOLVED*, that the Tax Collector of the County of El Dorado be requested to include such assessments on the tax roll of the County and provide receipts to the District less any established fees and collection costs as established by the County for these services.

*PASSED AND ADOPTED* by the Board of Directors of the Cameron Park Community Services District, at a regularly scheduled meeting, held on the 15th day of March 2017, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ATTEST:

---

President, Board of Directors

---

Secretary to the Board

**RESOLUTION NO. 2016-17  
of the Board of Directors  
of the Cameron Park Community Services District  
November 16, 2016**

**RESOLUTION TO REVISE THE LEVY OF THE SPECIAL TAX FOR  
THE COVENANTS, CONDITIONS AND RESTRICTIONS ASSESSMENT  
DISTRICT FOR FISCAL YEAR 2016/17 AND TO REDUCE THE LEVY OF THE  
SPECIAL TAX FOR THE COVENANTS, CONDITIONS AND RESTRICTIONS  
ASSESSMENT DISTRICT FOR FISCAL YEAR 2017/18**

*WHEREAS*, RESOLUTION NO. 2016-06, approved by the Board of Directors of Cameron Park Community Services District on April 20, 2016, set the rate of the special tax for the Covenants, Conditions, and Restrictions Assessment District (CC&R tax) at \$10 per parcel for fiscal year 2016/17 and authorized the County of El Dorado to levy and collect the CC&R tax; and

*WHEREAS*, the 2016/17 levy of the CC&R tax was inadvertently placed on the property tax rolls at \$12 per parcel rather than \$10 per parcel by the engineer contracted by the District to provide that service; and

*WHEREAS*, the intent of the District Board was that the 2016/17 levy of the CC&R tax placed on the property tax bills was to be \$10 per parcel.

*NOW, THEREFORE, BE IT RESOLVED*, by the Board of Directors of the Cameron Park Community Services District as follows:

- Section 1. Resolution No. 2016-06 that set the rate of the special tax at \$10 per parcel for fiscal year 2016/17 is hereby rescinded and is replaced by this resolution setting the rate of the special tax at \$12 per parcel for fiscal year 2016/17.
- Section 2. To reflect the above-stated intent of the Board, the 2017/18 levy of the CC&R special tax will be reduced by \$2 from \$12 per parcel to \$10 per parcel.

Resolution No. 2016-17  
Levy of the Special Tax

***PASSED AND ADOPTED*** by the Board of Directors, Cameron Park Community Services District, County of El Dorado, State of California, on this 16<sup>th</sup> day of November, 2016 by the following vote:


AYES: GS, SM, HM

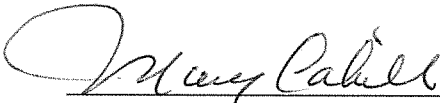
NOES: MM, AB

ABSTAIN: None

ABSENT: None

ATTEST:

  
\_\_\_\_\_  
Greg Stanton, President  
Board of Directors

  
\_\_\_\_\_  
Mary Cahill  
Secretary to the Board

## Revised Agenda Transmittal

**DATE:** March 15, 2017

**FROM:** Mary Cahill, General Manager

**AGENDA ITEM #8:** **REPLACEMENT OF EVERGREEN TREE AT CHRISTA MCAULIFFE PARK**

**RECOMMENDED ACTION:** Receive, Discuss and Approve Paying One-third of the Cost for the Tree Purchase and Installation, not to exceed \$5,000 Total Cost

---

**BUDGET ACCOUNT:** N/A

**BUDGET IMPACT:** N/A

---

Per the Parks & Recreation Committee recommendation, the replacement of an evergreen tree to be used as a Christmas tree for light ceremonies is being suggested for Christa McAuliffe Park. The Parks Superintendent reports that an Aptos Blue Redwood will be the best option.

<b>Service</b>	<b>Proposal 1</b>	<b>Proposal 2</b>
• <b>24' tree including delivery and tax</b>	\$1,090	\$1,090
• <b>Stump removal of previous tree and planting new tree</b>	<u>\$3,960</u>	<u>\$1,950</u>
	\$5,050	\$3,040

Staff will obtain a third estimate.

The cost of this tree and installation will be split three ways with other local organizations (Rotary, Chamber of Commerce and the Cameron Park Community Services District). If approved, the tree will be planted in April or May.

*Cameron Park  
Community Services District*

## **Agenda Transmittal**

DATE: March 15, 2017

TO: Board of Directors

FROM: Mary Cahill, General Manager

AGENDA ITEM #9: **SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY  
(SDRMA) BOARD OF DIRECTORS ELECTION**

RECOMMENDED ACTION: Review, Discuss and Action as Appropriate

---

BUDGET ACCOUNT:

BUDGET IMPACT:

---

SDRMA is accepting nominations for their Board of Directors. There are four director seats up for election and the term is from January 1, 2018 to December 31, 2021.

Nomination documents are attached and the filing due date is Friday, May 5, 2017.

Attachment A – Notification of Nominations – 2017 Election SDRMA Board of Directors



**CAMERON PARK**



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

1112 I Street, Suite 300  
Sacramento, California 95814-2865  
T 916.231.4141 or 800.537.7790 \* F 916.231.4111

Maximizing Protection. Minimizing Risk. \* [www.sdrma.org](http://www.sdrma.org)

## Notification of Nominations – 2017 Election SDRMA Board of Directors

February 3, 2017

Mr. Greg Stanton  
Board President  
Cameron Park Community Services District  
2502 Country Club Drive  
Cameron Park, California 95682

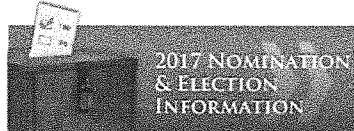
Dear Mr. Stanton:

Notice of Nominations for the Special District Risk Management Authority (SDRMA) Board of Directors 2017 Election is being provided in accordance with the SDRMA Sixth Amended and Restated Joint Powers Agreement. The following nomination information is enclosed: Nomination Packet Checklist, Board of Director Fact Sheet, Nomination/Election Schedule, SDRMA Election Policy No. 2017-03, sample Resolution for Candidate Nomination and Candidate's Statement of Qualifications Form.

General Election Information - Four Director seats are up for election. The nomination filing deadline is Friday, May 5, 2017. Ballots will be mailed to all SDRMA member agencies in mid-May. Mail-in ballots will be due back to SDRMA Tuesday, August 29, 2017.

Nominee Qualifications - Nominees must be a member of the agency's governing body or a management employee (see SDRMA Election Policy 2017-03, Section 4.1) and be an active member agency of **both** SDRMA's Property/Liability and Workers' Compensation Programs. Candidates must be nominated by Resolution from their member agency's governing body and complete and submit a "Candidates Statement of Qualifications".

Nomination Documents and Information - Nomination documents (Nominating Resolution and Candidates Statement of Qualifications) and nomination guideline information may also be obtained on SDRMA's website at [www.sdrma.org](http://www.sdrma.org). To obtain documents electronically:



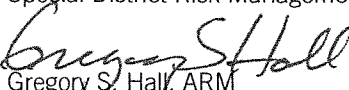
*From the SDRMA homepage, click on the "2017 Nomination & Election Information" button. All necessary nomination documents and election information may be downloaded and printed.*

Term of Office – Directors are elected to 4-year terms. The term of office for the newly elected Directors will begin January 1, 2018 and expire December 31, 2021.

Nomination Filing Deadline – Nomination documents **must be received in SDRMA's office no later than 5:00 P.M. on Friday, May 5, 2017.**

Please contact SDRMA Chief Operating Officer Paul Frydendal at 800.537.7790, if you have any questions regarding the 2017 SDRMA Board of Director Nominations or the election process.

Sincerely,  
Special District Risk Management Authority

  
Gregory S. Hall, ARM  
Chief Executive Officer



# 2017 Nomination Packet Checklist



## SDRMA BOARD OF DIRECTORS NOMINATION AND ELECTION GUIDELINES

January 5, 2017, marked the official commencement of nominations for the SDRMA Board of Directors. Four seats on the Board of Directors are up for election in August 2017.

**For your convenience we have enclosed the necessary nomination documents and election process schedule.** Please note that some items have important deadlines. All document contained in this packet, as well as additional information regarding SDRMA Board elections are available on our website [www.sdrma.org](http://www.sdrma.org) and/or by calling SDRMA Chief Operating Officer Paul Frydendal at 800.537.7790.

- \_\_\_ **Attachment One:**     **SDRMA Board of Directors Fact Sheet:** This document reviews the Board of Directors' Roles and Responsibilities along with other important information.
  
- \_\_\_ **Attachment Two:**     **SDRMA Board of Directors 2017 Nomination/Election Schedule:** Please review this document for important deadlines.
  
- \_\_\_ **Attachment Three:**   **SDRMA Election Policy No. 2017-03:** A Policy of the Board of Directors of the Special District Risk Management Authority establishing guidelines for Director elections.
  
- \_\_\_ **Attachment Four:**     **Sample Resolution for Candidate Nomination:** A resolution of the Governing Body of the Agency nominating a candidate for the Special District Risk Management Authority Board of Directors.
  
- \_\_\_ **Attachment Five:**     **Candidate's Statement of Qualifications:** Please be advised that no candidate statements are endorsed by SDRMA. Candidate's Statements of Qualification will be distributed to the membership with the SDRMA election ballot, "exactly as submitted" by the candidate.

**Please complete and return all required nomination and election documents to:**

SDRMA Election Committee  
C/O Paul Frydendal, COO  
Special District Risk Management Authority  
1112 "I" Street, Suite 300  
Sacramento, California 95814

## SDRMA BOARD OF DIRECTORS FACT SHEET

## SDRMA BOARD OF DIRECTORS ROLE AND RESPONSIBILITIES

Special District Risk Management Authority (SDRMA) is a public entity Joint Powers Authority established to provide cost-effective property/liability, worker's compensation, health benefit coverages and comprehensive risk management programs for special districts and other public agencies throughout California. SDRMA is governed by a Board of Directors elected from the membership by the programs' members.

Number of Board Members	7-Board Members: SDRMA Board of Directors consists of seven Board Members, who are elected at-large from members participating in either program.
Board of Directors' Role	SDRMA Board of Directors provide effective governance by supporting a unified vision, and ensuring accountability, setting direction based on SDRMA's mission and purpose, as well as establishing and approving policy to ensure SDRMA meets its obligations and commitment to its members.
Board of Directors' Responsibilities	Board Member responsibilities include a commitment to: serve as a part of a unified governance body; govern within Board of Directors' policies, standards and ethics; commit the time and energy to be effective; represent and make policy decisions for the benefit, and in the best interest, of all SDRMA members; support collective decisions; communicate as a cohesive Board of Directors with a common vision and voice; and operate with the highest standards of integrity and trust.
Four Seats For this Election	4-Seats: Elections for Directors are staggered and held every two years, four seats during one election and three seats in the following election. Four seats are up for election this year.
Term of Directors	4-Year Terms: Directors are elected for 4-year terms. Terms for directors elected this election begin January 1, 2018 and end on December 31, 2021.
Board Member Travel Reimbursement	Board Members are reimbursed for reasonable travel and lodging in accordance with SDRMA Board Policy Manual 2017-01 and applicable laws and are allowed to claim a stipend of \$195 per meeting day or for each day's service rendered as a Member of the Board.
Number of Meetings per Year	7-Board Meetings Annually: Generally not more than one meeting per month, with an average of seven board meetings per year.
Meeting Location	SDRMA office in Sacramento, California.
Meeting Dates	Typically the first Wednesday afternoon and Thursday morning of the month.
Meeting Starting Times	3:00 p.m. and 8:00 a.m.: Meetings are from 3:00 p.m. on Wednesday afternoon until 5:30 p.m. and Thursday from 8:00 a.m. to 10:00 a.m.
Meeting Length	4 - 6 hours: Length of meetings on average.
Average Time Commitment	15 - 20 hours: Commitment per month.

*"The mission of Special District Risk Management Authority is to provide risk financing and risk management services through a financially sound pool to California public agencies, delivered in a timely and responsive cost efficient manner."*

Special District Risk Management Authority | A Property/Liability, Workers' Compensation and Health Benefits Program

SDRMA BOARD OF DIRECTORS  
2017 NOMINATION/ELECTION SCHEDULE



# 2017 Nomination/Election Schedule

JANUARY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY						
S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL						
S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

MAY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JULY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

AUGUST						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

TASK TIMELINE	
1/5	Board approves Election Schedule
2/3	Mail Notification of Election and Nomination Procedure to Members in January 90 days prior to mailing Ballots (103 actual days)
5/5	Deadline to return Nominations
5/11	Tentative Election Comm. Reviews Nominations
5/17-18	Mail Ballots 60 days prior to ballot receipt deadline (103 actual days)
8/29	Deadline to Receive Ballots
8/30	Tentative Election Committee Counts Ballots
8/31	Election Committee Notifies Successful Candidates and Provides Them With Upcoming Board Meeting Schedule
9/27	Directors' Elect invited to CSDA Annual Conf/SDRMA Breakfast/Super Session
11/1-2	Directors' Elect Invited to SDRMA Board Meeting
1/2018	Newly Elected Directors Seated and Election of Officers

SDRMA BOARD OF DIRECTORS  
ELECTION POLICY NO. 2017-03



A POLICY OF THE BOARD OF DIRECTORS OF SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY ESTABLISHING GUIDELINES FOR DIRECTOR ELECTIONS, DIRECTOR APPOINTMENTS, AND CREATION OF A SUPERVISING ELECTION COMMITTEE

- WHEREAS, SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) is a joint powers authority, created pursuant to Section 6500, et. seq. of the California Government Code; and
- WHEREAS, the Board of Directors recognizes that it is in the best interest of the Authority and its members to adopt a written policy for conducting the business of the Board; and
- WHEREAS, establishing guidelines for Director elections and appointments will help ensure a process that is consistent for all nominees and candidates, will promote active participation by SDRMA members in the election/appointment process, and will help ensure election/appointment of the most qualified candidate(s); and
- WHEREAS, the Bylaws provide the Board with the option of conducting the election using a mail-in ballot process; and
- WHEREAS, the Board of Directors of SDRMA has an overriding and compelling interest in insuring the accuracy of the election/appointment process of its Board members through the creation of an election committee;

NOW, THEREFORE, it is the policy of the Board of Directors of SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY, until such policy shall have been amended or rescinded, that the following procedures shall be followed when conducting Director elections or filling a Director vacancy by appointment:

1.0. Election Schedule

- 1.1. Not later than the first Board meeting of each election year, the Board of Directors shall approve an election schedule based on the following criteria and time frames.

2.0. Election Committee

- 2.1. The Board of Directors herein establishes an election committee with the following composition, duties and responsibilities; The five (5) members of the Election Committee shall include two presently sitting members of the Board of Directors of SDRMA whose seats are not up for election, the Chief Operating Officer of SDRMA, and the CPA/auditor regularly used and retained by SDRMA at the time of counting ballots of and for an election to the Board of Directors. For good reason found and stated, the Board of Directors of SDRMA may appoint any CPA/auditor who, in the discretion of the Board of Directors, would appropriately serve the Election Committee. The General Counsel for SDRMA shall also sit as a member of the Election Committee with the additional obligation of providing legal advice to the balance of the Committee as legal questions may arise.

3.0. Member Notification of Election

- 3.1. Authority staff shall provide written notification, of an election for the Board of Directors, to all member agencies during January of each election year. Such written notification shall be provided a minimum of ninety (90) days prior to the distribution of ballots and shall include; (1) the number of Director seats to be filled by election; (2) a copy of this nomination and election procedure; and (3) an outline of nomination/election deadline dates.

---

#### 4.0. Qualifications

- 4.1. A candidate seeking election, re-election or appointment to SDRMA's Board of Directors must be a member of the Governing Body or a management employee of an SDRMA member participating in both the Property/Liability and Workers' Compensation Programs. To qualify as a "management employee," the candidate must be a management-level (as determined by the Governing Body) employee whose wages are reported to the IRS on a "W-2" form. Only one (1) representative from any Member may serve on the Board of Directors at the same time. [Per Bylaws, Article II, (2) (b)]
- 4.2. Each nominated candidate must submit a properly completed "Statement of Qualifications" (required form attached) with an original signature (electronic signatures are not acceptable) on or before the filing deadline in May in order for the candidate's name to be placed on the official ballot. A candidate shall provide responses to all questions on the candidate's "Statement of Qualifications". Each nominated candidate's "Statement of Qualifications" must be filed in SDRMA's office on or before the aforementioned deadline by: (1) personal delivery; (2) U.S. mail; or (3) courier. When ballots are mailed to the membership, each candidate's "Statement of Qualifications" form will be distributed to the membership exactly as submitted by the candidate to SDRMA. However, any attachments submitted by the candidate(s) with the Statement of Qualifications will not be sent by SDRMA with the ballots to any members.
- 4.3. If a nominated candidate elects not to use the provided form "Statement of Qualifications," and prepares instead the candidate's own completed form, the candidate's form must include the title "Statement of Qualifications" and contain exactly all information required and requested by the provided form.

NOTE: The candidate's "Statement of Qualifications" form must be submitted as a part of the nominating process. When ballots are mailed to the membership, each candidate's "Statement of Qualifications" form will be distributed "exactly as submitted" to SDRMA, except that any attachments submitted by the candidate will not be sent to any SDRMA members.

- 4.4. A candidate who does not submit a Candidate's Statement of Qualifications that complies with Section 4.2 or 4.3 will be disqualified by the SDRMA Election Committee.

#### 5.0. Nominating Procedure

- 5.1. Candidates seeking election or reelection must be nominated by action of their respective Governing Body. Only one (1) candidate may be nominated per member agency and one (1) candidate shall not represent more than one (1) member agency. A resolution from the candidate's district/agency Governing Body nominating the candidate must be received by the Authority on or before the scheduled date in May. (A sample of the resolution is enclosed). Actual receipt by the Authority on or before the scheduled deadline date in May is required. The resolution nominating the candidate may be hand-delivered to the Authority or sent by U.S. mail. In the event a candidate is nominated by two (2) or more member agencies, he or she shall represent the member agency whose nominating resolution is first received by the Authority. The other member agency or agencies that nominated the candidate shall be entitled to select a replacement nominee as long as a resolution nominating the replacement is received by the Authority prior to the scheduled deadline date.
- 5.2. A member may not nominate a candidate unless that member is participating in both the Property/Liability and Workers' Compensation Programs and is in "good standing" on the date the nominations are due. "Good standing" is defined as no accounts receivable due to SDRMA which is more than ninety (90) days past due.
- 5.3. No earlier than the day after the deadline for receipt of nominations, the Election Committee, as hereinabove defined and comprised, shall review all nominations received from members, and will reject any nominations that do not meet all of the qualifications specified and set forth in this policy. The Election



Committee's decisions regarding the qualification of nominees are final. Following the Election Committee's review of all nominations, the Election Committee shall direct that a ballot be prepared stating and listing all of the qualified nominees. The ballot of qualified nominees shall be distributed to the membership for election by mail as described below.

- 5.4. Upon verification or rejection of each nominee by the Election Committee, staff will mail acknowledgment to both the nominee and the district/agency of its acceptance or rejection as a qualified nominee for election.
- 5.5. A nominee requesting that his/her nomination be withdrawn prior to the election, shall submit such requests in writing to SDRMA's office a minimum of three (3) days prior to the scheduled date for mailing the ballots. After that date, all qualified nominees names shall appear on the ballot mailed to the membership.

#### 6.0. Terms of Directors

- 6.1. The election of directors shall be held in each odd-numbered year. The terms of the directors elected by the Members will be staggered. Four directors will serve four-year terms, to end on December 31 of one odd-numbered year. Three directors will serve four-year terms, to end on December 31 of the alternate off-numbered year. [Per Bylaws, Article II, (3), paragraph 1].

#### 7.0. Campaigning

- 7.1. SDRMA staff will mail each qualified candidate's "Statement of Qualifications", "exactly as submitted" by the candidate with the ballots to the membership.
- 7.2. Candidates, at their own expense, may distribute additional information to member agency(s) after the ballots have been mailed and prior to the election.
- 7.3. SDRMA staff is prohibited from actively promoting a candidate or participating in the election process while on Authority premises.
- 7.4. SDRMA staff may provide member information, mailing lists, financial reports or operational data and information, that is normally available through the Public Records Act, to candidates to assist them in their research and campaigning. In addition to obtaining such information under the Public Records Act, candidates may request SDRMA staff prepare mailing labels for the distribution of campaign materials to member agencies. Under existing policy, charges will apply for this service. The SDRMA logo is trademarked for use by SDRMA only. Neither the logo, nor any other Trademark of SDRMA may be used in any campaign literature. No campaign literature is to imply support of any candidate by SDRMA.
- 7.5. SDRMA election mailings to the membership, including ballots and candidates' "Statement of Qualifications", shall be sent via first class mail.

#### 8.0. Limitations on Campaigning

- 8.1. As used in this section the following terms have the following meanings:

"Campaign Activity" means any activity that expressly advocates the election or defeat of a candidate or provides direct support to a candidate for his or her candidacy. "Campaign activity" does not include the incidental and minimal use of public resources, such as equipment or office space, for campaign purposes or the use of public resources to nominate a candidate or vote in any Board of Directors election.

"Candidate" means an individual who has been nominated by the Member Agency to have his or her name listed on the ballot for election to the Board of Directors.

"Expenditure" means a payment of Member Agency funds that is used for communications that expressly advocate the election or defeat of a clearly identified candidate. "Expenditure" does not include the use of public funds to nominate a candidate or vote in any Board of Directors election.

"Public resources" means any property or asset owned by the Member Agency, including, but not limited to, land, buildings, facilities, funds, equipment, supplies, telephones, computers, vehicles, travel, and Member Agency-compensated time.

- 8.2. An officer, official, employee, or consultant of a Member Agency may not expend or authorize the expenditure of any of the funds of the Member Agency to support or oppose the election or defeat of a candidate for the Board of Directors.
- 8.3. No officer, official, employee, or consultant of a Member Agency shall use or permit others to use public resources for campaign activity.
- 8.4. At any time during an election campaign, if a Member Agency or its officers, officials, employees or consultants violate this section, that Member Agency shall be ineligible to nominate a candidate for the Board of Directors election in which the violation occurred. Any candidate of an offending Member Agency shall be deemed to have withdrawn his or her candidacy. Prior to declaring a Member Agency ineligible to nominate a candidate or a specific candidate's candidacy withdrawn, the Elections Committee shall hold a hearing to determine whether or not a violation of this section occurred. The hearing shall be conducted pursuant to reasonable procedures that the Elections Committee shall prescribe, provided that the affected Member Agency or candidate shall have an opportunity to dispute the violation. At the conclusion of the hearing, the Elections Committee shall determine by a majority vote whether the violation occurred.

#### 9.0. Balloting

- 9.1. A ballot containing nominees for the Board of Directors, accepted and approved by the Election Committee, shall be mailed by first class mail, to each SDRMA member agency, except as provided in Section 9.2 below, no less than sixty (60) days prior to the deadline for receiving ballots and the closing date for voting. Ballots shall show the date and time the ballots must be received in SDRMA's office. A self-addressed, stamped, return envelope shall be mailed with each ballot.
- 9.2. In the event that the number of qualified/approved nominees is equal to or less than the number of director seats up for election, the mailing of the ballots as outlined in Section 9.1 shall be waived.
- 9.3. Only those qualified nominees approved by the Election Committee will be eligible candidates on the ballot. Write-in candidates shall not be accepted.
- 9.4. It is required that the Governing Body of each member vote on behalf of their agency (sample Resolution enclosed) and the ballot MUST be signed by the agency's Presiding Officer.
- 9.5. A member may not vote unless the member was a member of the Authority in "good standing" on or before the nomination due date for the pending election. "Good standing" is defined as no accounts receivable due to SDRMA which is more than ninety (90) days past due.
- 9.6. A member may cast only one (1) vote for the same candidate. By way of example, if there are four (4) candidates on the ballot, a member may not cast two (2) to four (4) votes for any single candidate. Any ballot casting more than one (1) vote for the same candidate will be considered void.

- 9.7. A member may vote by using the official ballot provided by SDRMA, or a copy of SDRMA's original ballot, or a reasonable duplicate prepared by the member agency. Whichever of the three foregoing formats is used, the ballot must contain an original signature and confirmation that the ballot was approved at a public meeting of the agency's Governing Body. Ballots submitted without an original signature and/or without confirmation that the form of the ballot was approved at a public meeting of the agency's Governing Body will be considered void.
- 9.8. Ballots may be returned using either hand-delivered or mailed in ballots - faxed or e-mailed ballots will not be accepted. Mailed in ballots must be addressed to, and hand-delivered ballots must be delivered to, the Special District Risk Management Authority office presently located at 1112 I Street, Suite 300, Sacramento, California 95814-2865.
- 9.9. Any ballot received after the specified deadline will not be counted and will be considered void.

#### 10.0. Election Results

- 10.1. All ballots will be opened and counted at SDRMA's office only after the deadline for receiving ballots. Ballots will be opened by SDRMA's Election Committee, no more than five (5) days after the closing deadline. Candidates receiving the highest number of votes shall be declared the elected director(s).
- 10.2. In the event of a tie, a coin toss shall be used to determine the elected director. The coin toss shall be conducted by the Election Committee at the time and place of the conclusion of counting ballots.  
  
PROCEDURE: In the event more than two (2) candidates tie, the coin toss shall be between two (2) candidates at a time based on the order in which their name appeared on the ballot. This process shall be repeated, as needed, in cases where there are more than two (2) candidates.
- 10.3. Excluding tie votes, within five (5) days after the ballots are opened and tabulated Authority staff shall advise the candidates and their respective agency in writing of the final election results. Copies of the results shall also be mailed/distributed to SDRMA's Board of Directors, staff and consultants and published in the first available CSDA newsletter.
- 10.4. If a director-elect withdraws after the election or fails to accept the Director seat prior to December 31, the Board shall name a new director-elect by going back to the ballots and awarding the seat to the candidate receiving the next highest number of votes during the election.
- 10.5. Staff shall invite newly elected director(s) to attend the Annual Membership meeting and all scheduled Board meeting(s) after confirmation of election results until the director(s) elect assume office. Director(s) elect will be reimbursed for expenses, except for director stipends, in accordance with approved director reimbursement policy (copy of policy shall be provided to newly elected directors).
- 10.6. A member or candidate dissatisfied with the election result may, within ten (10) days after the ballots are opened and tabulated, file with the Authority a written challenge and appeal. The challenge and appeal must clearly set forth the complaint and any and all facts in support of the challenge and appeal. Within ten (10) days after the ballots are opened and tabulated, the challenge and appeal shall be delivered and received by the Authority. Within five (5) days of receipt of the challenge and appeal, the Authority shall deliver the same to the Election Committee for decision. The Election Committee shall have absolute authority for deciding the challenge and appeal. Notice of the decision of the Election Committee shall be provided to the party filing the challenge and appeal within ten (10) days.

11.0. Director Vacancy

11.1. If a director vacancy(s) occurs (Note 1), appointment of a replacement director for the balance of the unexpired term will be made by the remaining members of the SDRMA Board. In order to accomplish this in an orderly and consistent manner, when a vacancy(s) of an elected Director(s) occurs, the SDRMA Board of Directors, after discussion and consideration, shall, when deemed appropriate, instruct staff to:

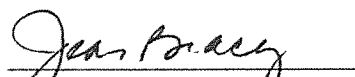
- a) notify all then member entities that a vacancy has occurred; and
- b) said notice shall refer to the applicable Article in the By-laws in advising member entities and their eligible candidates of the steps to take to apply for appointment; and
- c) the SDRMA Board shall establish the closing date for the receipt of applications; and
- d) candidates shall submit the following, by the date specified in the notice:
  - i) a letter of interest; and
  - ii) a resume, with particular emphasis on the candidate's knowledge of special districts and risk management; and
  - iii) a resolution from, or a letter approved by, the candidate's Governing Body nominating the candidate; and
- e) the Election Committee shall review all applications received, and shall reject any that do not meet all of the qualifications specified and set forth in this policy; and
- f) upon verification or rejection of each application by the Election Committee, staff will mail acknowledgement to both the applicant and the district/agency of its acceptance or rejection of the applicant as a qualified candidate for appointment; and
- g) candidates shall be interviewed at the next regularly scheduled meeting of the SDRMA Board of Directors following the date of closure for the applications. Interviews shall be in person, or if an unforeseen emergency arises, the interview may be by telephone at the same scheduled time; and
- h) the SDRMA Board shall make the appointment without undue delay, but need not act at the same meeting.

Note 1: If the Director vacancy occurs within nine (9) months after the date the ballots were counted and certified by the Election Committee or within nine (9) months after a candidate was appointed to fill a vacancy, then the Board shall have the option to interview and appoint the candidate(s) who did not receive sufficient votes to be elected OR to interview and appoint from the pool of candidates from 11.1.g) above. If the Director vacancy occurs in an election year after the Notification of Election is sent to the members, the Board may determine to fill the vacancy by appointing the candidate who receives the next highest number of votes in the election. If the Board determines in its sole discretion that none of these options is appropriate, then staff shall be instructed to proceed with the process described above in steps 11.1 a) to h).

Revised and adopted this 2<sup>nd</sup> day of February 2017, by the Board of Directors of Special District Risk Management Authority, at a regular meeting thereof.

This Policy No. 2017-03 supercedes Policy No. 2015-01 and all other policies inconsistent herewith.

APPROVED:

  
\_\_\_\_\_  
Jean Bracy, President  
Board of Directors

ATTEST:

  
\_\_\_\_\_  
Gregory S. Hall, ARM  
Chief Executive Officer

**SAMPLE  
RESOLUTION FOR  
CANDIDATE NOMINATION**

Available for download in Microsoft Word file format  
visit our website at [www.sdrma.org](http://www.sdrma.org)

[AGENCY NAME]

RESOLUTION NO.

A RESOLUTION OF THE GOVERNING BODY OF THE [AGENCY NAME] NOMINATING  
[CANDIDATE'S NAME] AS A  
CANDIDATE FOR ELECTION TO THE SPECIAL DISTRICT RISK MANAGEMENT  
AUTHORITY BOARD OF DIRECTORS

WHEREAS, the Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code, Section 6500 et.seq., for the purpose of providing risk management and risk financing for California Special Districts and other local government agencies; and

WHEREAS, the Joint Powers Agreement (JPA) and Bylaws of SDRMA set forth director qualifications, terms of office and election requirements; and

WHEREAS, the Board of Directors of SDRMA established procedures and guidelines for the Director Election process; and

WHEREAS, the Board of Directors of SDRMA established a policy requiring candidates seeking election to the SDRMA Board of Directors to be: 1) a member of the agency's governing body or management employee per SDRMA Election Policy 2017-03, Section 4.1 and be an active member agency of both SDRMA's Property/Liability and Workers' Compensation Programs, and 2) be nominated by Resolution of their member agency's governing body, and 3) each nominated candidate must submit a completed and signed "Candidate's Statement of Qualifications" on or before the May 5 filing deadline in order for the candidate's name to be placed on the official ballot.

NOW, THEREFORE, BE IT RESOLVED:

1. The governing body of [AGENCY NAME] nominates [CANDIDATE'S NAME], its [POSITION TITLE], as a candidate for the Board of Directors of the Special District Risk Management Authority.

2. [ONLY IF CANDIDATE IS NOT A MEMBER OF THE AGENCY'S GOVERNING BODY: The governing body of [AGENCY NAME] has determined that [CANDIDATE'S NAME] is a management employee for purposes of SDRMA Election Policy 2017-03, Section 4.1].

3. The governing body of [AGENCY NAME] further directs that a copy of this Resolution be delivered to SDRMA on or before the May 5, 2017 filing deadline.

ADOPTED this [DATE] of [MONTH/YEAR] by the Governing Body of [AGENCY NAME] by the following roll call votes:

AYES: [LIST NAMES of GOVERNING BOARD VOTES]

NAYES: "

ABSTAIN: "

ABSENT: "

APPROVED

ATTEST

\_\_\_\_\_  
President – Governing Body

\_\_\_\_\_  
Secretary

CANDIDATE'S STATEMENT  
OF  
QUALIFICATIONS

Available for download in Microsoft Word file format  
visit our website at [www.sdrma.org](http://www.sdrma.org)

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.**

Nominee/Candidate \_\_\_\_\_  
District/Agency \_\_\_\_\_  
Work Address \_\_\_\_\_  
Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

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**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

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**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)

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What is your overall vision for SDRMA? (Response Required)

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I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature \_\_\_\_\_ Date \_\_\_\_\_

*Cameron Park  
Community Services District*

## **Agenda Transmittal**

DATE: March 15, 2017

FROM: Mary Cahill, General Manager

AGENDA ITEM #10: **AMBASSADORS FOR CAMERON PARK LAKE**

RECOMMENDED ACTION: Receive, File and Action as Appropriate

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**BUDGET ACCOUNT:** N/A

**BUDGET IMPACT:** N/A

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Per the Parks and Recreation Committee's recommendation, the possibility of having an ambassador at Cameron Park Lake is being considered.

The ambassador (individual or couple) would provide their own recreation vehicle (RV) and basically live in their RV at the lake to help ensure that the park is not being used after hours. They would have good public relation skills, be able to share information on District events/programs and other park amenities. They would be non-smokers with no pets and subject to a background check. This would be on a trial basis from May to September.

These positions (also known as workampers) are frequently used in campgrounds and live for free in a campsite in exchange for providing services. This mainly appeals to retired individuals who travel around to different campgrounds.