

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



Wednesday, February 17, 2016 **6:30 p.m. Regular Meeting**
Board will convene into Closed Session
after Committee Reports

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

CALL TO ORDER

ROLL CALL

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.

- Uptown Studios – Tina Reynolds, Owner – Website Design Update

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. Fire and Emergency Services Committee Meeting, January 12, 2016
- b. Board of Directors' Regular Meeting, January 20, 2016

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. SIERRA SHARKS REQUEST FOR FEE REDUCTION

Recommended Action: Receive, Discuss and Action as Appropriate

6. EL DORADO DOG OWNERS GUILD (EDDOG) UPDATE

Recommended Action: Receive, Discuss and Action as Appropriate

7. CAMERON PARK COMMUNITY SERVICES DISTRICT ORDINANCE NO. 2014.09.17- AN ORDINANCE OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT AMENDING THE "WEED AND RUBBISH ABATEMENT" ORINANCE NO. 2010.3.17 WITHIN CAMERON PARK COMMUNITY SERVICES DISTRICT

Recommended Action: Receive, Discuss and Action as Appropriate

8. RESOLUTION MAKING FINDINGS REGARDING UNEXPENDED FIRE IMPACT FEES

Recommended Action: Adopt Resolution No. 2016-03 Making Findings Regarding Unexpended Fire Impact Fees with a Board Poll Vote

9. RESOLUTION MAKING FINDINGS REGARDING UNEXPENDED PARK IMPACT FEES

Recommended Action: Adopt Resolution No. 2016-04 Making Findings Regarding Unexpended Park Impact Fees with a Board Poll Vote

10. RECLASSIFY SENIOR ACCOUNTANT POSITION TO FINANCE/HUMAN RESOURCES OFFICER

Recommended Action: Receive, Discuss and Approve Revised Job Title and Pay Scale

11. MIDYEAR FINANCIAL REVIEW, AMENDED FISCAL YEAR 2015-16 GENERAL FUND BUDGET

Recommended Action: Receive, Discuss and Approve Amended Fiscal Year 2015-16 General Fund Budget with a Board Poll Vote

12. CAMERON PARK COMMUNITY SERVICES DISTRICT FIVE-YEAR STRATEGIC PLAN 2016-2021 FINAL DRAFT

Recommended Action: Receive, Discuss and Approve the Cameron Park Community Services District Five-Year Strategic Plan 2016-2021 Final Draft

13. RESOLUTION NO. 2016-02 JPA FISCAL YEAR 2016/17 BUDGET

Recommended Action: Adopt Resolution No. 2016-02 with a Board Poll Vote

14. APPOINTMENT OF NEGOTIATOR FOR CLOSED SESSION

Recommended Action: Receive, Discuss and Appoint a Negotiator for Closed Session

15. REPORT BACK ITEMS TO THE BOARD OF DIRECTORS

16. 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
- b. Commission for Collaborative Fire Department

17. COMMITTEE REPORTS

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

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 Section 54956.8

Conference with real property negotiator.
Property: Starbuck Road property, Assessor's Parcel Number (APN) 102-108-100
District's negotiator: To be determined
Under negotiation: Potential sale of property

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

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. 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.

Agenda Transmittal

DATE: February 17, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #10: RECLASSIFY SENIOR ACCOUNTANT POSITION TO FINANCE/HUMAN RESOURCES OFFICER

RECOMMENDED ACTION: Receive, Discuss and Approve Revised Job Title and Pay Scale

BUDGET ACCOUNT: SALARIES AND BENEFITS; ADMINISTRATION

BUDGET IMPACT: \$1000

Staff has evaluated the Senior Accountant position. The current job title and job description includes accounting and financial duties but do not address duties in other administrative areas such as Human Resources and Information Technology, currently executed by this position. A revision to the job title and job description are needed to more appropriately reflect the actual duties performed. Staff recommends that the position be retitled to Finance/Human Resources Officer effective March 1, 2016.

Staff proposes that the salary scale for the revised position is increased to the same salary range as the CC&R Enforcement Officer. The budget impact in the current year would be approximately \$1,000. The annual budget impact would be approximately \$4,000 including benefits.

Current:

| | | | | | |
|-------------------|----------|----------|----------|----------|----------|
| Senior Accountant | \$41,360 | \$43,428 | \$45,599 | \$47,879 | \$50,273 |
|-------------------|----------|----------|----------|----------|----------|

Proposed:

| | | | | | |
|---------------------------------|----------|----------|----------|----------|----------|
| Finance/Human Resources Officer | \$43,911 | \$46,106 | \$48,412 | \$50,832 | \$53,374 |
|---------------------------------|----------|----------|----------|----------|----------|

For reference, below is the District's current salary scale:

**Cameron Park Community Services District
Salary Scale Effective July 1, 2014**

| | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 |
|-------------------------------|---------------|---------------|---------------|---------------|---------------|
| General Manager | \$78,704 | \$82,639 | \$86,771 | \$91,110 | \$95,666 |
| Parks Superintendent | \$52,025 | \$54,627 | \$57,358 | \$60,226 | \$63,237 |
| Parks Supervisor | \$45,698 | \$47,983 | \$50,382 | \$52,901 | \$55,546 |
| CC&R Enforcement Officer | \$43,911 | \$46,106 | \$48,412 | \$50,832 | \$53,374 |
| Senior Accountant | \$41,360 | \$43,428 | \$45,599 | \$47,879 | \$50,273 |
| Recreation Supervisor | \$40,949 | \$42,997 | \$45,146 | \$47,404 | \$49,774 |
| Parks Maintenance Foreman | \$34,735 | \$36,472 | \$38,295 | \$40,210 | \$42,220 |
| Recreation Coordinator | \$32,231 | \$33,843 | \$35,535 | \$37,311 | \$39,177 |
| Maintenance Worker II | \$28,453 | \$29,875 | \$31,369 | \$32,937 | \$34,584 |
| Office Assistant (Front Desk) | \$22,961 | \$24,109 | \$25,314 | \$26,580 | \$27,909 |

Attachment A – Proposed job description for the Finance/Human Resources Officer

Attachment B – Current job description



CAMERON PARK

Agenda Transmittal

DATE: February 17, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #11: Midyear Financial Review, Amended Fiscal Year 2015-16 General Fund Budget

RECOMMENDED ACTION: Receive, Discuss and Approve Amended Fiscal Year 2015-16 General Fund Budget with a Board Poll Vote

BUDGET ACCOUNT: N/A Various (General Fund)

BUDGET IMPACT: N/A To Be Determined

On August 19, 2015, the Board adopted the budget for fiscal 2015-16. That budget included General Fund revenues of \$5,344,894 and General Fund expenses of \$5,625,560, which would call for \$280,666 to be transferred from the General Fund to balance the budget.

As of December 31, 2015, we are halfway through the fiscal year. It is challenging to forecast performance for the year at this time because the District's finances do not come in straight lined throughout the year. Based on information known at this time District revenues appear to be on budget. As is normally the case, a few unbudgeted expenses have come up in the past six months.

At the January 20, 2016 Board meeting, a list of proposed budget adjustments totaling \$206,457 in expenses was presented to the Board. No action was taken at that time as staff was not sure it was a complete list.

Attached is a current list of proposed budget adjustments, and a draft adjusted Capital Improvement Plan. Proposed adjustments are a \$133,178 increase in Capital and a \$87,893 increase in operating expense for a total of \$221,161. Adding all of the proposed items to the budget would result in a transfer of \$501,827.

Attachment A – Preliminary Midyear Budget Discussion Items

**Cameron Park Community Services District
Preliminary Mid Year Budget Discussion Items**

ATTACHMENT A

Fiscal 2015-16 Items

| Item | Budget Amount | Current Amount | Department | Operating or CIP? |
|--------------------------------------|-----------------|------------------|-------------------------|-------------------|
| Rasmussen Parking Lot Repair | \$20,000 | \$55,000 | Parks | CIP |
| Replace CP Lake Lagoon Lining | \$0 | \$32,000 | Parks | CIP |
| Storage Structure (for 2 of 4 total) | \$0 | \$20,000 | Community Center | CIP |
| Internet/Wifi upgrades | \$0 | \$6,178 | Community Center | CIP |
| Wireless Microphone System | \$0 | \$7,000 | Community Center | CIP |
| Security Cameras @ Christa | \$0 | \$8,000 | Parks | CIP |
| Golf Cart (CP Lake) | \$0 | \$10,000 | Parks | CIP |
| Pool Pump | \$0 | \$10,000 | Community Center | CIP |
| Internet/Wifi upgrades | \$0 | \$5,000 | Parks | CIP |
| Capital Subtotal | \$20,000 | \$153,178 | \$133,178 | |
| Employee Leave Payout | \$0 | \$29,178 | Parks | Operating |
| Extend season at CP Lake Lagoon | \$0 | \$27,305 | Recreation | Operating |
| Unanticipated Parks Clearing | \$0 | \$15,000 | Parks | Operating |
| Kitchen Supplies | \$0 | \$2,500 | Community Center | Operating |
| Ice Machine | \$0 | \$3,000 | Community Center | Operating |
| Senior Accountant adjustment | \$0 | \$1,000 | Administration | Operating |
| Marketing Budget increase | \$0 | \$5,000 | Community Center | Operating |
| Marketing Staff assistance | \$0 | \$5,000 | Community Center | Operating |
| Operating Expense Subtotal | \$0 | \$87,983 | \$87,983 | |
| Total | \$20,000 | \$241,161 | \$221,161 | |

Bold items have been completed

Items That could roll into Fiscal 2016-17

| Item | Budget Amount | Current Amount | Department | Operating or CIP? |
|--------------------------------|---------------|-----------------|----------------|-------------------|
| Replace CP Lake Dock | \$0 | \$16,300 | Parks | CIP |
| Christa McAuliffe Improvements | \$0 | \$5,000 | Parks | CIP |
| David West Improvements | \$0 | TBD | Parks | CIP |
| Sign Kiosk | \$0 | TBD | Parks | TBD |
| Browning Reserve Update | \$0 | TBD | Administration | Operating |
| Total | \$0 | \$21,300 | | |

*Cameron Park
Community Services District*

Agenda Transmittal

DATE: February 17, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #12: **CAMERON PARK COMMUNITY SERVICES DISTRICT FIVE-YEAR STRATEGIC PLAN 2016-2021 FINAL DRAFT**

RECOMMENDED ACTION: Receive, Discuss and Approve the Cameron Park Community Services District Five-Year Strategic Plan 2016-2021 Final Draft

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

This is the first five-year Strategic Plan that has been created for this District. A consultant from BHI Consulting Management (Brent Ives) was hired by the District and he interviewed the Board members individually on the matters they thought were most relevant to future strategy for the District. This input was incorporated into three public workshops (on November 19, 2015, December 10, 2015, and January 14, 2016). The direction for the operational for the District over the next five years was discussed at these workshops.

As a result of these workshops, this plan was created, which identifies actions, activities, timelines and an implementation plan. It is anticipated that annual reviews will be conducted to monitor progress and identify additional needs.

A draft plan was reviewed at a Board of Directors' meeting on January 20, 2016, and input from that meeting has been incorporated into the final draft. It is recommended that the Board approve the Cameron Park Community Services District Five-Year Strategic Plan 2016-2021 final draft.

FINAL DRAFT 1/19/16

*Cameron Park
Community Services District*

***FINAL DRAFT
Five-year Strategic Plan
2016-2021***

February 17, 2016



Board of Directors

Greg Stanton, President
Margaret Mohr, Vice President
Amy Blackmon, Director
Scott McNeil, Director
Holly Morrison, Director

District Executive Management Team

Mary Cahill, General Manager
Tina Helm, Recreation Supervisor
J.R. Hichborn, Interim Park Superintendent
Ted Williams, Senior Accountant
Lyle Eickert, CC&R Compliance Officer
Bob Counts, Fire Battalion Chief
Mike Smith, Fire Battalion Chief

Strategic Plan Consultant – BHI Management Consulting

Brent H. Ives, Principal/Project Manager



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Introduction

A Strategic Plan is a top level planning document for an organization to set clear direction for the operational aspects of its mission over a given timeframe. For the Cameron Park Community Services District (CSD) it serves as a roadmap for decision making over a five-year period. It is a disciplined effort to produce fundamental decisions that shape what a District plans to accomplish by selecting a collective course of action by the Board of Directors and Staff. Beginning with foundational statements, the District's Mission and Strategic Vision, the overall structure of this Strategic Plan was developed by the Board in a series of workshops. Within the framework of that structure, strategies and tactics were developed to sustain and, where appropriate, improve the District over the next five years. At its highest level, this Strategic Plan seeks to strengthen and build upon opportunities while addressing areas of concern.

This plan also identifies actions, activities, and to leverage and implement planning efforts that are currently underway and which are needed for continued success in operations and management of the District, and provides for periodic reviews and updates.

Strategic Planning Definitions

Mission Statement: A declaration of the District's purpose which succinctly describes why the District exists. All activities of the District should be in support of the Mission Statement. The Mission Statement is adopted by the Board of Directors. The Mission Statement is reviewed annually but is intended to be constant over the long term.

Vision Strategies: A set of concise statements from the Board that, taken in total, comprises the Vision of the Board and outlines that Vision as a set of bullet point strategies.

Board Guiding Objective and Strategy Statement: Board derived statement for each Vision Strategy that outlines general guidance for objective and general strategy for each Vision

Tactics: These are supportive actions, projects and initiatives that make the Vision Strategies successful over the term of the Plan.

Strategic Plan Development

In FYE 2015 the District retained the services of BHI Management Consulting (BHI) to facilitate and coordinate the development of the District's five-year Strategic Plan. To prepare for the workshops the Consultant interviewed the District Board members individually on matters they thought were most relevant to future strategy for the District. The following topics were discussed at all of the input gathering meetings:

- Mission;
- Vision;
- Strengths;
- Weaknesses;
- Opportunities; and
- Threats.

The Board supported this process as a way to allow all to participate in the foundation of the Strategic Plan. Three public Board workshops were conducted. At these workshops the Board reviewed inputs, revisited and refined the existing Mission

Statement of the District, created Vision Strategies and guiding statements for each Vision for the District.

Senior District staff participated in the workshops and then worked with BHI to develop the tactics that support each Vision Strategy. Using this process the Strategic Plan was assembled in a way that best articulates the Board's Vision and Strategy for the District over the next five years.

Continuation Process of the Plan

A key part of the Strategic Planning process is to conduct an annual review to update the Plan. These reviews allow for regular maintenance of the Plan so that it reflects the actual progress and conditional needs of the District. The reviews will be documented and followed up with by either a Plan supplement or an updated Plan. A five-year planning horizon will be maintained with each review effort developing a new fifth year of actions, projects and initiatives.

Mission Statement and Five-year Vision Strategies

DISTRICT MISSION

It is the Mission of the Cameron Park Community Services District to preserve and enhance the quality of life and to safeguard the health, safety and welfare of the our community.

DISTRICT FIVE-YEAR VISION STRATEGIES

The following are areas where the District will focus time and resources to strengthen and improve over the next five years.

- **Optimized Reserve Programs**
- **Increased revenues**
- **Increased participation in programs and facilities usage**
- **Continue to followed our existing top-level plans**
- **Maintained and Improved Fire service**
- **Enhanced our relations with the county and community**
- **Strengthened community partnerships**
- **Addressed deferred maintenance needs**
- **Staying ahead of best practices for administration of the District**

Strategic Implementation

The Implementation Plan below contains tactics organized around the Vision Strategies and plan actions and initiatives then sorted by year within the planning period. They are provided in tabular form in Table 1 - Strategic Plan “At-a-Glance” (page 22).

A. Optimized Reserve Program – *Our objective is to institute and fund reserves to support a wide variety of District needs. Our strategy is to implement a reserve program by establishing necessary reserves in the early stages of this Plan and those being substantially funded and in accordance with our long-range financial plan.*

A.1 Long Range Financial Plan – *A long-range financial plan is planned to examine the District’s finances in depth. An independent consultant will analyze the District’s finances and provide an opinion on the District’s current financial condition and ability to fund future need, including our reserves. The Board and Staff will use this plan to determine the appropriate financial reserves for the District.*

A.2 Browning Reserve Study – *A detailed analysis of the District’s physical assets is necessary to plan for future needs and allow the District to set aside the money required to meet those needs. Staff has engaged the Browning Reserve Group to create a detailed study that recommends the appropriate reserve levels needed to keep the District’s physical assets in good working condition. The Board will use this Study when considering the amount to be reserved each year for maintenance or replacement of District assets.*

A.3 **Postretirement Health Benefit (Actuarial) Report** – An analysis of the District’s postretirement **health** benefit obligations and Annual Required Contributions in accordance with government accounting standard GASB 45 will identify for the Board projected funding amounts annually for the next 50 years. The Board can use this information to make decisions regarding amounts to reserve now for to cover these future obligations.

A.4 **Postretirement Pension Benefit (Actuarial) Report** - An analysis of the District’s postretirement pension obligations and Annual Required Contributions in accordance with government accounting standard GASB 48 will identify for the Board projected funding amounts annually for the next 30 years. The Board can then use this information to make decisions regarding amounts to reserve now to cover these future obligations.

A.5 **Adoption of Reserve Policies** - Upon completing the studies above, the staff will prepare and propose to the Board the adoption of policies that reflect the needed reserves for the District now and in the future.

B. Increased Revenues – Our objective is to increase revenues to improve services provided to our community. Our strategy is to adopt policies that acknowledge community’s needs and desires by appropriately staffing, supporting and providing quality, diverse, and cost-appropriate activities, programs, events, services.

B.1 **Funding** – Evaluate District fees. The ability for the CSD to increase revenues from non-property tax revenue sources will be key to having adequate resources to implement many of the recommendations from the Master Plan. This evaluation will study the following:

- Sources - Other potentially important funding sources that will be studied include park impact fees, grants, donations, sponsorships, and more.
- Staffing – The ability of the CSD to develop proper funding will depend on having adequate staffing numbers, with the right professional qualifications, training, and support.

B.2 Recreation – Support and provide quality, diverse, cost-appropriate activities, programs, leagues, and events that meet the community needs and **latest trends** while building revenues.

- Evaluate Program Partnerships – In order to offer such a variety of programs, the CSD will explore partnerships with other local agencies, non-profits, and businesses. Staff will work to continue current partnerships and to create new partnerships in order to expand program areas such as classes, special events, recreational sports, aquatics, and mature adult programming.
- Program Fee Evaluation – To provide efficient and affordable programs the CSD will evaluate program fees, event pricing, and rental charges. Pricing will be analyzed against similar and surrounding agencies in order to keep pricing comparable, when equitable.

B.3 Parks & Facilities – Ensure our existing parks and facilities are well maintained **and periodically assessed with ongoing development. This process is addressed in the Parks and Facilities Master Plan and in updates as needed.**

- ~~District Master Plan – Use the District Master Plan as a~~ This is an important step in assuring our alignment with the CSD's vision points by providing a ~~complete~~ document that directs the CSD's future management of growth and direction in compliance with those points, including ~~. It includes a comprehensive evaluation of all the CSD's parks and facilities and Categories and definitions for neighborhoods, community and regional parks, open space, trail and greenway standards for park size and location; type of improvements and amenities; then proposes~~ priority areas for potential acquisition and development.
- ~~Potential Rental Revenue – Ensure our existing parks and facilities are maintained to a safe and clean manner and are attractive to renters. Create and maintain amenities that meet the needs of sports and special-interest groups.~~
- ~~Cost Development – In order to develop costs, the evaluation will first evaluate, adopt, and implement service standards for each site and facility use type maintained by the CSD. These standards of service will define the resources required to maintain the sites at their designated levels.~~

B.4 CC&R/Architectural Review and Evaluate Fees – The District will evaluate architectural processing fees and periodically review policies and procedures. This has not been accomplished for many years and increasing fees may result in increased revenue.

C. Increased Participation in Programs and Facilities Usage – Our objective is to increase participation at all of our facilities, programs and services. Our overarching strategy is to meet community needs, generate community pride and create interesting and compelling programs that generate community interest and participation.

C.1 **Provide Top-Quality Programs** – Providing top quality programs is a high priority to assure greater participation. Participating in industry specific professional organizations for programming ideas and assessment approaches provide greater certainty of top level programming. Staffing at appropriate levels and with top talent also helps the CSD ensure high quality programs are well supported. The CSD will provide regular training, maintain appropriate staffing levels for both full and part time employees, survey participants and the community, **keep up to date with programming trends**, and provide the best facilities possible to conduct classes, programs, rentals, services, and special events in support of higher attendance and participation.

C.2 **Increase Marketing and Public Relations** – This multifaceted process will utilize media, **social media, our website**, staff, instructors, **partners a hired marketing professional** and events to market and promote classes, events, programs, leagues, facilities, and community calendars. **It has been suggested that marketing professional be hired to assist with this.** ~~upcoming classes, events and programs will be promoted and through the use of local publications, our website, and social media. Upcoming classes, events, and programs will be promoted at events within the community.~~

C.3 **Increase Facility Rentals** – **Utilize new and diverse opportunities** to increase advertising that highlights our facilities and rentals on our website, newsletters, and social media outlets that will in turn lead to increased use and revenues. Work with all groups utilizing our facilities for special events, and look to pursue similar and new groups, such as for future rentals.

C.4 **Volunteer Involvement** – The CSD will increase the level of volunteer involvement. Many of our youth leagues, programs, and special events rely heavily on volunteers to make them run successfully and cost efficiently. We will recruit volunteers at the various community events, programs, and through local entities.

C.5 **Increase the Image of the CSD Customer Service Standards** – CSD staff will be responsive and welcoming to visitors. Ongoing staff training on Customer Service Standards Policy will maintain the appropriate level of quality service to attract customer participation.

D. **Continued to Follow We have followed our Top-level Plans** – Our objective is to leverage and implement existing long-range plans. Our overarching strategy is to execute and integrate plans into the next five years. (The dates below are Board of Directors approval dates.)

D.1 **GASB 45 Actuarial Valuation Report** – March 20, 2013
Details the amount we need to budget for retiree health care expenses.

D.2 **Browning Reserve Study** – April 16, 2014
Lists the physical assets and plan for future needs, allowing CSD to set aside money to meet those needs.

D.3 **Parks and Recreation Master Plan** – May 14, 2014
Includes the diverse recreational, parks and facility needs, such as lit ball fields, quality turf, safe playgrounds and technological facility upgrades.

D.4 Marketing and Program Plan – August 19, 2015

Set of goals, strategies and tactics that can be used to build a strong relationship with District residents and visitors that results in mutual value with the Cameron Park CSD. (Details outlined below, Sec. F3)

D.5 Fire Department Master Plan and Capital Improvement Plan 2015-2020 – August 19, 2015. Planning tool for future expenditures.

D.6 Fire Impact Fee Nexus Study – September 16, 2015. Establishes the legal and policy basis for a new fire impact fee program for the District.

D.7 Park Impact Fee Nexus Study – November 18, 2015. Establishes the legal and policy basis for a new park impact fee program for the District.

D.8 Pending New Plans

- Long-Term Financial Plan – To be initiated January 31, 2016
Examines the District's finances in depth, analyzing current financial condition and ability to fund future needs.
- Strategic Plan – Completion January 31, 2016
States clear direction over all operational aspects of the CSD and serves as a framework for decision making over a five-year period.
- Park and Open Space Evaluation - Completion 2016/17
 - Analysis of Future Value to the District
 - Park Maintenance Standards

- Update District Policy Handbook – Completion 2017/18
 - Series 1000 – General
 - Series 2000 - Personnel
 - Series 4000 – Board of Directors
 - Series 5000 – Board Meetings

E. Maintained and Improved Fire Service – Our objective is to provide our highest standards of fire and emergency services possible to our community. Our overarching strategy is to follow our fire master plans and implement those plans while addressing fiscal strategies.

E.1 Fire Station 88 Improvements – The District will renovate Fire Station 88 to accommodate and modernize staff living quarters and work space. Designed to meet current construction standards.

E.2 Long Range Financial Planning – The District will maintain current staffing levels and review increased staffing needs. Review funding strategies that would address increased staffing and operational costs such as benefits assessments.

E.3 Capital Improvement Plan – We will continue to participate in updates of a District-wide Capital Improvement Plan that identifies Department needs for replacement of apparatus, equipment, and facilities.

E.4 Training Facility – The District will develop an analysis of a training facility for local training of CPFDD staff which would minimize extended travel and overtime costs and identify revenue potential.

E.5 Maintain and Improve Fire Prevention Program – CSD will review our Fire Prevention program periodically. The responsibilities include civil plan reviews, public fire safety education, weed abatement ordinances, alarm and sprinkler plan review, business inspections, State mandated school and convalescent home inspections, and community fire safe plans.

F. Enhanced our Relations with the County and Community – The objective is to actively communicate with the public, promote the District, educate the public on our programs, services, parks and facilities while projecting a positive image in the community. ~~To~~ Ensure involvement and representation **at meetings** ~~to local and regional initiatives~~ **where issues are discussed** affecting the District with **and work towards** solution-oriented outcomes. Our overarching strategy is to provide exceptional customer services and be aware of and engaged when plans are proposed that impact the District.

F.1 Participate with other Public Organizations - The District will develop an approach for staff participation on public committees, membership in community organizations and non-profit boards, whose mission is consistent with the District's.

- Participating in County Technical Advisory Committee (TAC)
- Attending Development Projects Meetings – District on mailing list
- Attending and participating in El Dorado County Board of Supervisors Meetings – staff and appropriate CSD Board members attend. Post on website meetings.
- Keeping community apprised of meetings pertinent to Cameron Park.
 - List or link on CSD website
 - Disburse information via email list

- Working with the County department staff on projects such as sign ordinance, special use permits, General Plan, certifications
- Attending community and individual meetings such as civic, chamber, faith-based, etc.
- Anticipating community needs and meeting with pertinent groups
- Instituting joint CSD Board of Directors and El Dorado County Board of Supervisors meetings

F.2 ~~Update and Modernize~~ **Keep the District Website Current** - The number of citizens accessing District information and registering for programs continues to grow. It is strategically important that the District will **work with a marketing professional** to **help** keep up with technology to better serve the community. An updated website can also provide for improved operations and ease of access to District programs by including a new registration software system including on-line registration. **The goal is to make the website a place for frequent visits by the consumer.**

F.3 **Branding and Marketing** – The District will develop new outreach ideas utilizing the media, service, organizations, community-wide events, social media and consistent signage and branding, as outlined in the CSD Marketing and Program Plan 2015/2016.¹ Positive public recognition is important to the District's success. Consistency in how the District presents itself will provide for a uniform and clear communication of the District's message.

¹ Cameron Park Community Services District Marketing and Program Plan 2015/2016, Public Relations, 4. Goal: Increase awareness of programs and facilities, A. Strategy: Develop new outreach ideas utilizing the media, service organizations, community-wide events, social media and consistent signage and branding.

This task will work all aspects of branding the District including, but not limited to, consistent employee uniforms, logos, flyers, web pages, etc. The existing logo will be reviewed to determine if it reflects the image of the District.

F.4 Community Involvement – *District employees and Board members should and will be involved in the community, whether as committee members, partners or participants. Members of the Board of Directors and designated employees will become more involved in the community via attending community group meetings and local events and fairs (per the CSD Marketing and Program Plan 2015/2016). Community involvement is simply a part of the continued strategic success of the District. Responsiveness and collaboration within the community shall be a priority of the District.*

F.5 Media Relations – *Media relations are essential to getting the District's message disseminated to the general public, as well as for the promotion of our programs, events and facilities. This will be accomplished by growing the CSD email list, enhancing the CSD Facebook page and promoting programs via several social media outlets, print, radio and television as outlined in the CSD Marketing and Program Plan 2015/2016.²*

F.6 Governmental Relations – *Relations and Legislation advocacy are critical to the District. Establishing good working relationships with local legislators, (City, County and State) is an essential responsibility for Board members and the General Manager and this must continue to be a high priority. Board members and the General Manager will meet individually*

² Cameron Park Community Services District Marketing and Program Plan 2015/2016, Public Relations, 4. Goal: Increase awareness of programs and facilities, A. Strategy: Develop new outreach ideas utilizing the media, service organizations, community-wide events, social media and consistent signage and branding.

with key members of local government to maintain and enhance these relationships. Active participation in legislature and programs that impact the District will continue to be a primary focus for both the Staff and Board of Directors.

G. Strengthened Community Partnerships – Our objective is to seek opportunities to strengthen existing partnerships and enter into new relationships to maintain a high level of community engagement. Our overarching strategy is to articulate District value and seek support for District programs, services, and initiatives.

G.1 Partnership Development – In order to enhance strategic partnerships, the District will initiate meetings with the County of El Dorado, neighboring public agencies, and local agencies to include community and county Civic Groups.

G.2 Build Strong Community Partnerships – The District will reach out to the community to explore how CSD can work with community supporters to build stronger partnerships. The District will increase staff participation at the Shingle Springs/Cameron Park, El Dorado County and El Dorado Hills Chambers of Commerce activities and other community groups to make sure the CSD is out in the community. Build on partnerships with different organizations throughout the Cameron Park Community and look for and solicit new relationships and partnerships.

G.3 Government Partnerships – The District will create ad hoc committees with government partners, as needed, to discuss relevant District issues. The District will partner with existing governing agencies and **tribal nations** to mutually implement a permanent desired solution to our current major corridor issues such as weed abatement projects.

G.4 Non-Profit Partnerships – To strengthen community events and spread costs on an on-going basis, the District will seek out and develop co-sponsorship opportunities with community based non-profit organizations. Continue to work with the Cameron Park Community Foundation, 501c3, to co-sponsor events and to utilize for grants that require a non-profit status.

G.5 Program Partnerships –District employees will meet with local partners (senior community, medical facilities, etc.) regularly to review collaborative efforts and facility utilization to best serve the community. The CSD will correlate, review and update current facility use agreements and memorandums of understanding (MOU), as well as program contracts between the District and other agencies.

G.6 Youth Sports Partners – District employees will meet with local schools and sports organizations to build and leverage important partners. The District will continue to work with various sports organizations to provide quality programs and improve available funds for the upkeep and facility improvements needed to provide these programs for the citizens of the community.

G.7 Seniors – District employees will meet with senior groups and senior providers. Review of regional activity guides will assist with trends, program offerings and resources.

H. Addressed Deferred Maintenance Needs – Our objective is to make significant strides on identified deferred maintenance needs within the five year term of this Plan. Our strategy is to update plans and to prioritize and implement them in a fiscally responsible manner.

H.1 **Browning Reserve Study** – A detailed analysis of the District’s physical assets is necessary to plan for future needs and allow the District to set aside the money required to meet those needs. Staff has engaged the Browning Reserve Group to create a detailed study that recommends the appropriate reserve levels needed to keep the District’s physical assets in good working condition. The Board will strategically use **and update** this Study when considering the amount to be reserved each year for maintenance or replacement of District assets, including vehicle replacement considerations.

H.2 **Adopt Reserve Plan** – As mentioned in Part A above, the District must set aside funds for the purpose of maintaining its physical assets. This is a necessary strategy to insure that repair or replacement work can take place immediately when it is required. Funding and expense decisions will be based on a Reserve Program developed by staff and adopted by the Board.

I. Staying Ahead of Best Practices for Administration of the District – District Board members and staff will strive to continue to keep current the latest administration practices.

I.1 **Staff and Board Development** – Training for both District Board of Directors and staff.

I.2. **Certifications** - Earn certifications for the Board of Directors, staff and the District indicating compliance and excellence.

I.3 **Update Strategic Plan** – Annually update the Strategic Plan to make adjustments for current needs and priorities.

Table 1 –The Strategic Plan “At a Glance”

| STRATEGIC ELEMENTS | STRATEGIC GOALS | ESTIMATED DATE Fiscal Year Completed |
|---|--|---|
| A. OPTIMIZED RESERVE PROGRAM | | |
| | A.1 Long Range Financial Plan | 2015/16 |
| | A.2 Browning Reserve Study <i>Update</i> | 2016/17 |
| | A.3 Postretirement Health Benefit (Actuarial) Report | 2012/13, 2015/16, 2017/18 |
| | A.4 Postretirement Pension Benefit (Actuarial) Rpt. | 2016/17 |
| | A.5 Adoption of Reserve Policies | 2017/18 |
| B. INCREASED REVENUES | | |
| | B.1 Funding | 2017/18 |
| | B.2 Recreation | 2016/17, then annually |
| | B.3 Parks & Facilities | 2016/17, then annually |
| | B.4 CC&R/Architectural Review and Evaluate Fees | 2016/17 |
| C. INCREASED PARTICIPATION IN PROGRAMS AND FACILITES USAGE | | |
| | C.1 Provide Top Quality Programs | 2016/17 |
| | C.2 Increase Marketing and Public Relations | 2015/16 |
| | C.3 Increase Facility Rentals | 2016/17 |
| | C.4 Volunteer Involvement | 2018/19 |
| | C.5 Customer Service Standards | 2018/19 |
| D. FOLLOWED OUR EXISTING TOP-LEVEL PLANS | | |
| | D.1 GASB 45 Actuarial Valuation Report | 2016/17 |
| | D.2 Browning Reserve Study | 2016/17 |
| | D.3 Parks and Recreation Master Plan | 2019/20 |
| | D.4 Marketing and Program Plan | 2016/17 |
| | D.5 Fire Department Master Plan and CIP | 2019/20 |
| | D.6 Fire Impact Fee Nexus Study | 2020/21 |
| | D.7 Park Impact Fee Nexus Study | 2020/21 |
| | D.8 Pending New Plans | 2018/19 |
| | • Long-Term Financial Plan | 2016/17 |
| | • Strategic Plan | 2015/16 |
| | • Park and Open Space Evaluation | 2017/18 |
| | • Update District Policy Handbook | 2018/19 |

| STRATEGIC ELEMENTS | STRATEGIC GOALS | ESTIMATED DATE Fiscal Year Completed |
|--|--|---|
| E. MAINTAINED AND IMPROVED FIRE SERVICE | | |
| | E.1 Fire Station 88 Improvements | 2017/18 |
| | E.2 Long-Range Financial Planning | 2017/18 |
| | E.3 Capital Improvement Plan | 2020/21 |
| | E.4 Training Facility | 2018/19 |
| | E.5 Maintain and Improve Fire Prevention Program | 2016/17 |
| F. ENHANCED RELATIONS WITH THE COUNTY AND COMMUNITY | | |
| | F.1 Participate in other public organizations | 2016/17 |
| | F.2 Update and modernize the District website | 2015/16 |
| | F.3 Branding and Marketing | 2016/17 |
| | F.4 Community Involvement | 2017/18 |
| | F.5 Media Relations | 2017/18 |
| | F.6 Governmental Relations | 2017/18 |
| G. STRENGTHENED COMMUNITY PARTNERSHIPS | | |
| | G.1 Partnership Development | 2016/17 |
| | G.2 Build Strong Community Partnerships | 2016/17 |
| | G.3 Government Partnerships | 2017/18 |
| | G.4 Non-Profit Partnerships | 2017/18 |
| | G.5 Program Partnerships | 2018/19 |
| | G.6 Youth Sports Partners | 2018/19 |
| | G.7 Seniors | 2017/18 |
| H. ADDRESSED DEFERRED MAINTENANCE NEEDS | | |
| | H.1 Browning Reserve Study | 2016/17 |
| | H.2 Adopt Reserve Plan | 2016/17 2017/18 |
| I. STAYING AHEAD OF BEST PRACTICES FOR ADMINISTRATION OF THE DISTRICT | | |
| | I.1 Implement Training | 2017/18 |
| | I.2 Certifications | 2018/19 |
| | I.3 Update Strategic Plan | 2017/18 |
| | | |
| | | |
| | | |

Cameron Park Community Services District

Agenda Transmittal

DATE: February 17, 2016
TO: Board of Directors
FROM: Bob Counts, Battalion Chief
AGENDA ITEM #13: Resolution 2016-02 JPA Fiscal Year 2016/2017 Budget
RECOMMENDED ACTION: Adopt Resolution No. 2016-02 with a Board Poll Vote

| | |
|-----------------|-----------------|
| BUDGET ACCOUNT: | JPA |
| BUDGET IMPACT: | \$11,576,388.41 |

Background: The Joint Powers Authority (JPA) Board of Directors completes a budget process each fiscal year much the same as the Cameron Park CSD. During the January 2016 JPA Board meeting, the JPA Board of Directors adopted their preliminary budget. As part of the budget process to finalize the JPA budget, it must be approved by the El Dorado County Board of Supervisors as well as each Board representing each member agency to the JPA by resolution.

Overview: The JPA budget shown here is a reflection of the expenditures for all Class 30 and Class 40 categories for transporting provider agencies. The JPA budget, set up in El Dorado County's format, reflects the budgets for each provider agency and well as JPA administration. While the entire budget is \$11,576,388.41, Cameron Park CSD is shown at \$1,106,197.00 of the entire budget. After discussion with the JPA Executive Director Marty Hackett, we will make any necessary amendments to the JPA budget prior to the final budget being presented.

Recommended Action: Recommend adoption of the preliminary 2016/2017 El Dorado County Emergency Services Authority (aka JPA) budget by resolution No. 2016-02.

FY 16-17 Budget - Draft 2

| Class 30: Wages/Benefits | JPA 2016-17 Projection | CP 16-17 Projection | DSF 2016-17 Pojection | EDCF 16-17 Projection | EDH 16-17 Projection | GT 16-17 Projection | TOTALS | Variance Explanation or Comments |
|------------------------------|------------------------|-----------------------|-----------------------|-----------------------|----------------------|-----------------------|-----------------------|---|
| 3000 Reg. Employees | 162,883.20 | 1,086,197.00 | 551,254.00 | 2,040,000.00 | 409,248.00 | 490,840.00 | 4,740,422.20 | CP - Increase in State Employee Benefits Cost that occurred Fall of 2015. 15/16 Budget does not reflect increase of contract amount |
| 3001 Extra Help | - | - | 8,682.00 | - | - | 40,000.00 | 48,682.00 | |
| 3002 Overtime | - | - | 70,532.00 | 350,956.00 | 103,396.75 | 130,000.00 | 654,884.75 | |
| 3004 Other Comp | 1,600.00 | - | 3,000.00 | - | 3,000.00 | - | 7,600.00 | EDH - Uniform Pay (\$500 per year per EE |
| 3020 Retirement | - | - | 279,378.33 | 639,971.00 | 156,935.50 | 213,373.50 | 1,289,658.33 | Based on most current CalPers lump sum calculation |
| 3021 Social Security | 9,200.00 | - | 35,799.00 | 500.00 | - | 4,400.00 | 49,899.00 | |
| 3022 Medicare | 2,200.00 | - | 8,372.00 | 40,000.00 | 2,203.85 | 9,600.00 | 62,375.85 | |
| 3040 Health Ins. | - | - | 106,481.00 | 517,420.00 | 143,411.06 | 60,000.00 | 827,312.06 | EDH - Assumes 5% increase in premiums |
| 3041 Fed. Unempl. | 900.00 | - | - | - | 1,344.00 | 1,700.00 | 3,944.00 | |
| 3042 Disability Ins. | - | - | 1,584.00 | 8,000.00 | 1,432.07 | 1,584.00 | 12,600.07 | |
| 3043 Deferred Comp. | - | - | 27,562.00 | - | - | 23,234.00 | 50,796.00 | |
| 3044 Vision Insurance | - | - | 10,680.00 | - | 14,400.00 | 1,146.00 | 26,226.00 | |
| 3046 Retiree Health | 447,375.00 | - | - | - | - | - | 447,375.00 | DSF - OPEB projected cost (\$77,375) added to JPA budget |
| 3060 Workers' Comp | 2,000.00 | - | 61,297.00 | 180,000.00 | 61,358.80 | 40,000.00 | 344,655.80 | EDH - Increased experience mod to 1.03 in 2016 |
| 3080 Life/Flexible Benefits | - | - | 700.00 | - | 1,207.35 | - | 1,907.35 | |
| CLASS 30: TOTALS | \$626,158.20 | \$1,086,197.00 | \$1,165,321.33 | \$3,776,847.00 | \$897,937.38 | \$1,015,877.50 | \$8,568,338.41 | |
| Class 40: Serv/Supplies | JPA 2016-17 Projection | CP 16-17 Projection | DSF 2016-17 Pojection | EDCF 16-17 Projection | EDH 16-17 Projection | GT 16-17 Projection | TOTALS | |
| 4020 Clothing | - | - | 1,000.00 | - | - | 750.00 | 1,750.00 | |
| 4021 Fire Turnouts | 500.00 | 6,800.00 | 6,500.00 | 20,200.00 | 4,120.00 | 6,200.00 | 44,320.00 | EDH - Assume 3% increase from 15/16 |
| 4022 Uniforms | 100.00 | - | 1,000.00 | 3,800.00 | - | 6,000.00 | 10,900.00 | |
| 4040 Communications | \$1,210,000.00 | - | - | - | - | - | 1,210,000.00 | |
| 4060 Inservice Food | 260.00 | - | - | 1,000.00 | - | - | 1,260.00 | |
| 4080 Household Exp. | 200.00 | 3,600.00 | - | 6,000.00 | - | - | 9,800.00 | |
| 4085 Refuse Disposal | 270.00 | - | - | - | - | - | 270.00 | |
| 4087 Extermination | - | - | - | - | - | - | 0.00 | |
| 4100 Insurance | \$30,000.00 | - | - | - | - | - | 30,000.00 | |
| 4140 Maint: Equip. | 10,000.00 | - | - | - | 1,030.00 | - | 11,030.00 | EDH - Assume 3% increase from 15/16 |
| 4141 Maint: Office Equip | - | - | - | - | - | - | 0.00 | |
| 4142 Maint: Radio | 3,000.00 | - | - | - | - | - | 3,000.00 | |
| 4145 Maint: Equip. Prts | 400.00 | - | - | - | - | - | 400.00 | |
| 4143 Maint: Service Contract | - | - | - | - | - | - | 0.00 | |
| 4160 Vehicle Maint | 100,000.00 | - | - | - | - | - | 100,000.00 | |
| 4161 Vehicle Maint Parts | - | - | - | - | - | - | 0.00 | |
| 4162 Veh Maint:Sup | 20,000.00 | - | - | - | - | - | 20,000.00 | |
| 4164 Veh Maint: Tires | 20,000.00 | - | - | - | - | - | 20,000.00 | |
| 4165 Veh Maint: Oils | 4,000.00 | - | - | - | - | - | 4,000.00 | |
| 4180 Maint: Bldg/Imp | 500.00 | - | - | - | - | - | 500.00 | |
| 4182 Structures Maint | - | - | - | - | - | - | 0.00 | |
| 4197 Maint. Bldg Supplies | 200.00 | - | - | - | - | - | 200.00 | |
| 4200 Medical Supplies | 380,000.00 | - | - | - | - | - | 380,000.00 | |
| 4220 Memberships | 25.00 | - | - | - | - | 450.00 | 475.00 | |
| 4240 Misc. Expense | 600.00 | - | - | - | 1,545.00 | - | 2,145.00 | EDH - Assume 3% increase from 15/16 |
| 4260 Office Expense | 3,000.00 | 1,500.00 | 1,000.00 | 4,000.00 | 1,545.00 | 875.00 | 11,920.00 | EDH - Assume 3% increase from 15/16 |
| 4261 Postage | 900.00 | - | - | - | - | - | 900.00 | |
| 4262 Software | 200.00 | - | - | - | - | 1,000.00 | 1,200.00 | |
| 4263 Subscriptions | 145.00 | - | - | - | - | - | 145.00 | |
| 4266 Printing | 150.00 | - | - | - | - | - | 150.00 | |
| 4300 Professional Serv | 70,000.00 | - | - | - | - | - | 70,000.00 | |
| 4304 Admin Fees | 160,000.00 | - | - | - | - | - | 160,000.00 | |
| 4308 External Data Svcs | - | - | - | - | - | - | 0.00 | |
| 4324 Medical | - | - | - | - | 2,060.00 | 650.00 | 2,710.00 | EDH - Assume 3% increase from 15/16 |
| 4400 Publicat/Legal | 200.00 | - | - | - | - | - | 200.00 | |
| 4420 Rent/Lease/Equip | 22,000.00 | - | - | - | - | - | 22,000.00 | |
| 4440 Rent/Lease/Bldg | 157,200.00 | - | - | - | - | - | 157,200.00 | |
| 4460 Equip: Sm Tool | - | - | 1,000.00 | - | - | 500.00 | 1,500.00 | |
| 4461 Equipment: Minor | 5,000.00 | 4,000.00 | 2,000.00 | 15,000.00 | 515.00 | 500.00 | 27,015.00 | EDH - Assume 3% increase from 15/16 |
| 4462 Equip: Computers | 15,000.00 | - | 3,000.00 | 4,000.00 | 1,030.00 | - | 23,030.00 | EDH - Assume 3% increase from 15/16 |
| 4463 Equip: Telephone & Radi | 400.00 | - | - | - | - | - | 400.00 | |
| 4500 Special Dept Exp | 500.00 | - | - | - | - | - | 500.00 | |
| 4502 Educ Materials | - | - | 500.00 | - | - | - | 500.00 | |
| 4503 Staff Development(1099) | - | - | - | - | - | - | 0.00 | |
| 4529 Software License | 1,800.00 | - | - | - | - | - | 1,800.00 | |
| 4540 Staff Development | 32,000.00 | 3,600.00 | 3,000.00 | 25,000.00 | 8,240.00 | 2,975.00 | 74,815.00 | EDH - Assume 3% increase from 15/16 |
| 4600 Transport/Travel | - | 500.00 | 1,000.00 | 1,000.00 | 515.00 | 100.00 | 3,115.00 | EDH - Assume 3% increase from 15/16 |
| 4602 Mile Emp Prv Auto | 400.00 | - | - | - | - | - | 400.00 | |

| | | | | | | | | |
|-------------------------------|-----------------------------------|--------------------------------|----------------------------------|----------------------------------|---------------------------------|--------------------------------|------------------------|--|
| 4606 Fuel Purchases | 210,000.00 | - | - | - | - | - | 210,000.00 | |
| 4620 Utilities | 98,500.00 | - | - | - | - | - | 98,500.00 | |
| CLASS 40: SUBTOTALS | \$2,557,450.00 | \$20,000.00 | \$20,000.00 | \$80,000.00 | \$20,600.00 | \$20,000.00 | \$2,718,050.00 | |
| Class 60: Fixed Assets | JPA 201-17 Projection | CP 16-17 Projection | DSF 2016-17 Pojection | EDCF 16-17 Projection | EDH 16-17 Projection | GT 16-17 Projection | TOTALS | |
| 6040 Fixed Assets | \$290,000.00 | - | - | - | - | - | | |
| Class 60 Total | \$290,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$290,000.00 | |
| Budget Totals | JPA 2016-17 Projection | CP 16-17 Projection | DSF 2016-17 Pojection | EDCF 16-17 Projection | EDH 16-17 Projection | GT 16-17 Projection | TOTALS | |
| Class 30: Wages/Benefits | \$626,158.20 | \$1,086,197.00 | \$ 1,165,321.33 | \$3,776,847.00 | \$897,937.38 | \$1,015,877.50 | \$8,568,338.41 | |
| Class 40: Serv/Supplies | \$2,557,450.00 | \$20,000.00 | \$ 20,000.00 | \$80,000.00 | \$20,600.00 | \$20,000.00 | \$2,718,050.00 | |
| Class 60: Fixed Assets | \$290,000.00 | - | \$ - | - | - | - | \$290,000.00 | |
| Class 70: Resid.Eqty.Trsf. | - | - | \$ - | - | - | - | \$0.00 | |
| Totals | \$3,473,608.20 | \$1,106,197.00 | \$1,185,321.33 | \$3,856,847.00 | \$918,537.38 | \$1,035,877.50 | \$11,576,388.41 | |

Gold items-JPA processed for cumulative expense item.

**RESOLUTION NO. 2016-02
of the Board of Directors
of the Cameron Park Community Services District
February 17, 2016**

**APPROVAL OF THE EL DORADO COUNTY EMERGENCY SERVICES (JPA) FISCAL
YEAR 2016/17 BUDGET**

BE IT RESOLVED, that the Board of Directors of the Cameron Park Community Services District that said Board does hereby approve the El Dorado County Emergency Services (JPA) Fiscal Year 2016/17 budget in the amount of \$11,576,388.41;

BE IT FURTHER RESOLVED, that the President of said Board be and hereby is authorized to sign and execute said agreement on behalf of the Cameron Park Community Services District.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting, held on the 17th day of February 2016, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ATTEST:

Director Greg Stanton, President
Board of Directors

Mary Cahill
Secretary to the Board

Agenda Transmittal

DATE: February 17, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #14: **APPOINTMENT OF NEGOTIATOR FOR CLOSED SESSION**

RECOMMENDED ACTION: Receive, Discuss and Appoint a Negotiator for Closed Session

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

The Brown Act requires that a body may meet in closed session with its negotiator prior to the purchase, sale, exchange, or lease of real property by or for the local agency.¹ A negotiator must be appointed by the Board before convening a closed session to discuss real estate negotiations since the Brown Act limits the closed session exception to Board discussion with its negotiator. The Board is not permitted to discuss real estate issues in closed session that do not deal with negotiations. The negotiator may be the General Manager or a Board member, though more typically it is the senior staff person

¹ The Brown Act Section 54956.8

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



Fire and Emergency Services Committee
Tuesday, January 12, 2016
7:00 p.m.
2502 Country Club Drive, Cameron Park

DRAFT Conformed Agenda

Members: Chair Director Scott McNeil (SM), Vice Chair Director Margaret Mohr (MM),
Alternate Director Greg Stanton (GS),
Staff: General Manager Mary Cahill, Battalion Chief Bob Counts, Battalion Chief Mike Smith

CALL TO ORDER – 7:00 p.m.

ROLL CALL – SM, MM

ADOPTION OF AGENDA - Approved

APPROVAL OF CONFORMED AGENDA - Approved

OPEN FORUM

At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

DEPARTMENT MATTERS

PUBLIC COMMENT

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

1. Updates

- a. Fire Engine Updates – New Engine/Future Engines – Discussion, Chief Counts
- b. Weed Abatement Ordinance – Update and Discussion (see attachment) – Chief Smith
- c. Cameron Park Drive and Green Valley Road Fuel Reduction Plan Report – Update (request sent to the Board of Supervisors for ad hoc committee representatives)

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT – 7:37 p.m.

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



Wednesday, January 20, 2016 6:30 p.m. Regular Meeting
Board will convene into Closed Session
after Committee Reports

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

CALL TO ORDER – 6:30 p.m.

ROLL CALL – GS, MM, SM, HM AB 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.

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

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.

None

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.

- **Uptown Studios** – Tina Reynolds, Owner – Website Design Update – *Presentation by Cris Weber and Tania Torres*
- **El Dorado Dog Owners Guild (EDDOG)** - Sue Hawkes, Public Relations Chair – Project Updates and Dissolution of EDDOG

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.

Gerald Lillpop and Bill Carey

BEGINNING OF CONSENT CALENDAR**1. APPROVAL OF DRAFT CONFORMED AGENDAS**

- a. Board of Directors' Regular Meeting, December 16, 2015
- b. Board of Directors' Special Meeting, January 14, 2016

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 3154 OAKWOOD ROAD

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.

5. ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION**6. CAMERON PARK COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS' COMMITTEE ASSIGNMENTS**

Recommended Action: Receive, Discuss and File

The following assignments were announced:

- Budget & Administration Committee – Scott McNeil and Greg Stanton, Alternate Margaret Mohr
- CC&R Committee – Amy Blackmon and Holly Morrison, Alternate Scott McNeil
- Fire & Emergency Services – Scott McNeil and Holly Morrison, Alternate Amy Blackmon
- Parks & Recreation – Amy Blackmon and Margaret Mohr, Alternate Holly Morrison

7. RESOLUTION TO SUBMIT GRANT PROPOSAL FOR THE AB 2766 GRANT

Recommended Action: Receive, Discuss and Approve Resolution No. 2016-01 Directing Staff to Submit Grant Proposal for the AB 2766 Motor Vehicle Emissions Reductions Grant for 2016 and 2017

Motion to approve Resolution No. 2016-01 directing staff to submit grant proposal for the AB 2766 Motor Vehicle Emissions Reductions grant for 2016 and 2017.

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

Public Comment - None

8. CAMERON PARK COMMUNITY SERVICES DISTRICT FIVE-YEAR STRATEGIC PLAN 2016-2021

Recommended Action: Receive, Discuss and Approve the Cameron Park Community Services District Five-Year Strategic Plan 2016-2021

No action

9. MID-YEAR FINANCIAL REVIEW

Recommended Action: Receive, Discuss and File

10. REPORT BACK ITEMS TO THE BOARD OF DIRECTORS**11. 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 – *the next meeting is January 27th*
- b. **Commission for Collaborative Fire Department** - *None*

- *Director Mohr thanked Director Stanton for taking into consideration committee membership requests.*
- *Director McNeil thanked staff for their work.*
- *Director Stanton asked other Board members their preference regarding the formality of addressing each other by last name or using first names. The preference was to continue using last names and do the same for staff.*

12. COMMITTEE REPORTS

- a. **Budget and Administration** – Chair Director Stanton, Vice Chair Director McNeil and Alternate Director Blackmon
- b. **CC&Rs** – Vice Chair Director Morrison, Director Blackmon and Alternate Director Mohr
There was one appeal in December and no January meeting.
- c. **Fire and Emergency Services** – Chair Director McNeil, Vice Chair Director Mohr and Alternate Director Stanton
The new truck has arrived and they are working on weed abatement.
- d. **Parks and Recreation** – Chair Director Mohr, Vice Chair Director Blackmon and Alternate Director McNeil
They are discussing the Sierra Sharks lifeguard issue and will be bringing it to the Board in February.

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 – 9:35 p.m.

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

- Pursuant to California Government Code §54957(B)(1)
Consider the appointment, employment, evaluation or performance, discipline or dismissal of a public employee or to hear complaints or charges brought against the employee by another person or employee unless the employee requests a public session.

Unrepresented Employee of the District – General Manager

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION

Pursuant to Government Code §54757.1, the legislative body of any local agency shall publically report any action taken in Closed Session and the vote or abstention of every member present thereon.

Nothing to report out.

ADJOURNMENT - 10:30 p.m.

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. 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.

Agenda Transmittal

DATE: February 17, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #2.A.: General Manager Report

RECOMMENDED ACTION: Receive and File

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

Regional Governmental Services is contracted to compile a Long Term Financial Plan for use in the 2016/17 Fiscal Year Budget process. The project will be performed by two experienced finance individuals. The task will include:

- RGS advisor meeting with staff to gather information, including interviews with staff to obtain perspectives on fiscal information available and challenges the organization is facing.
- RGS advisors researching major variables and preparing a historical trend report and forecast.
- RGS advisors developing a written report and presentation that provides a historical context for the District's current financial condition, as well as a projection based upon assumed rates of increase/decrease.

Staff met with El Dorado Disposal to discuss options for an alternative site for a green waste and recycling center. Currently the green waste site at the fire station was intended for residents but contractors are abusing the site for debris from their job sites. The fire station location is unsupervised, utilizes a shared driveway, is creating wear and tear on the driveway asphalt and is not an ideal location for long-term use.

A 2016 preseason aquatics postcard highlights Cameron Park Lake and pool combo passes, spring swim lessons, water exercise and mermaid school. Please share the news!

Staff attended the El Dorado County Transportation Commission Technical Advisory Committee (TAC) meeting on February 1st regarding Creekside. Webinars in January were attended by Director McNeil and staff (Who Does What? Best Practices in Board/Staff Relations).

The LDS Church will provide volunteer services at Cameron Park Lake and other park locations. This is an annual partnership.

The District is reviewing the possibility of PG&E rebates for LED light replacements at the fire stations and Community Center. The Fire Department was approached by a contractor and staff is exploring this concept. LED lights are also being researched at some of the LLAD locations. A vendor may have replacement options sized for the current light fixtures.

El Dorado Disposal is publishing a community newsletter with recycle information. Both the El Dorado Hills Community Services District and Cameron Park Community Services District were featured. Please see Attachment A.

Upcoming events include:

- February 18 Affair of the Heart
- February 21 It's a Wedding Affair
- February 27 Cameron Park Fire Department Crab Feed
- March 12 Concert Series – Briefcase Full of Blues

Community and Internal Meetings:

- Ongoing Weekly Staff meetings
- January 20 Webinar - Who Does What? Best Practices in Board/Staff Relations
- January 20 CPCSD Board of Directors
- January 20 Gold Country Regional Chapter Workshop
- January 21 Ponte Palmero
- January 26 Intro to Special District Finances for New Boards
- January 28 Northview Park Path Project
- February 3 El Dorado Dog Owners Guild
- February 8 CPCSD Parks & Recreation Committee
- February 9 CPCSD Budget & Administration Committee
- February 9 CPCSD Fire & Emergency Services Committee



(530) 626-4141

(916) 985-1162

eldoradodisposal.com

Winter 2016

“One Person’s Trash...”

Your guide to reducing, reusing and recycling

A Newsletter of

El Dorado Disposal Service

Recycle your Christmas tree

When it's time to “undecK” the halls, don't forget to recycle your Christmas tree. First, remove all of the ornaments, lights, garland, and tinsel, as well as the stand. Then you can recycle your bare, real Christmas tree through one of these programs:

- Between January 3 and 17, you can drop off your Christmas tree for free recycling at the Material Recovery Facility (MRF), located at 4100 Throwita Way, Placerville. The MRF is open daily from 8 a.m. to 5 p.m.
- If you have curbside service, Christmas trees will be picked up from the curb during your yard waste collection week. Please cut the tree into pieces and bundle the pieces with string or twine. Bundles should be no more than 3 feet long and 18 inches in diameter. Place the bundles next to your yard waste cart.
- Check with your Community Services District (CSD). Some of the CSD areas will provide tree chipping events after the holidays.

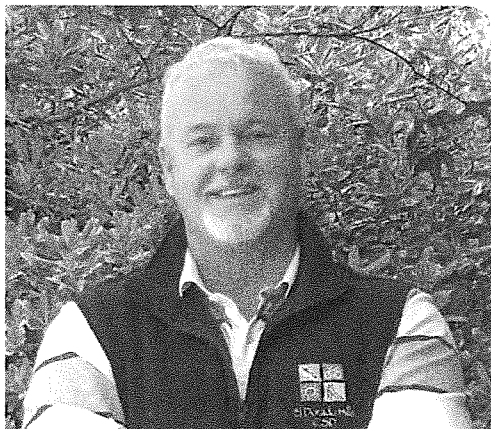


Photo: Robert J. Scamman

A portfolio of community services

By Brent Dennis, General Manager, El Dorado Hills Community Services District

I have learned over the years that whether someone is a brand-new or lifelong resident of El Dorado Hills, it never hurts to explain the range of services we provide to the community. While our primary role is the provision of quality recreation programs and events within the parks and facilities the community has entrusted us to manage and maintain, the El Dorado Hills Community Services District (CSD) also has responsibility for the oversight of franchise agreements for telecommunications and trash collection.



Our relationship with El Dorado Disposal has been a significant and positive one across their service area of El Dorado Hills. With dependable waste collection and a commitment to quality customer service, El Dorado Disposal also has a very ambitious and purposeful recycling program. The Recycle Bank provides incentives for residents to increase their recycling in exchange for valuable promotional credits to many local vendors and services. Residents are encouraged to take advantage of Community Cleanup days, during which the CSD teams up with El Dorado Disposal to provide a day where residents can easily and legally dispose of a wide array of unwanted items. Green waste collection days during the autumn are another proactive service so that residents can collect and dispose of the bounty of fallen leaves and other landscape waste that seem to be generated before winter arrives. The overall tidiness and health of the greater community is noticeably improved through the cooperative efforts between residents and our community-minded partner, El Dorado Disposal.

A big thank you!

The 2015 community cleanups were amazing, and residents were out in force! At the events, El Dorado Disposal collected a total of 255.05 tons of trash, 271.03 tons of yard waste, and 21.56 tons of recycling.

During the year, residents also dropped off 4,484 pounds of clothing and textiles in the USAgain containers located at the Material Recovery Facility and other recycling centers.

Thank you to everyone who participated in these events and programs!



© iStock.com | Thomas Tibbo

Cameron Park Community Services District offers many ways to celebrate!

By Mary Cahill, General Manager of Cameron Park Community Services District

The Cameron Park Community Services District (CSD) offers a wonderful selection of special events, musical celebrations, programs, and so much more. We hope to see you at some of them!

In November, we launched a new

Senior Lunch program for residents age 60+. The lunches are held on Mondays and Fridays from noon to 12:30 at the Cameron Park Community Center. The meal is available for a suggested donation of \$3. This program is a partnership among the Senior Nutrition program of the El Dorado County Health and Human Services Agency, the Food Bank of El Dorado County, and the Cameron Park CSD. If you are interested in volunteering to assist with this program, please contact the El Dorado Food Bank at (530) 621-9950.

On Saturday, January 23, the **Cameron Park Concert Series** continues with a performance by On Air. A classic rock band with a sizzling horn section, On Air is a family-friendly crowd pleaser. Doors

will open at 6 p.m. at the Cameron Park Community Center, and the concert will begin at 7 p.m. Tickets are \$15 in advance (2 for \$28) or \$17 at the door. Tickets are available at several Cameron Park locations, as well as online at www.showclix.com. For more information, call (530) 677-2231.

On Saturday, February 6, from 11

a.m. to 4 p.m., purchase a perfect piece of jewelry for yourself or someone else at the **Reds, Whites & Jewels** show at the Cameron Park Community Center. Immerse yourself in an afternoon of wine/champagne tastings, appetizers, and jewelry. Admission to the event is FREE. Food and beverages will be available for purchase. For more information, call (530) 677-2231 or visit www.cameronpark.org.

On Thursday, February 18, from 4 to 7 p.m., Cameron Park

CSD will team up with Marshall Medical Center to present this year's **Affair of the Heart** at the Cameron Park Community Center. This FREE public health event

(Continued on Page 2)

Tire Amnesty Days

FREE Disposal of Used Tires for El Dorado County Residents

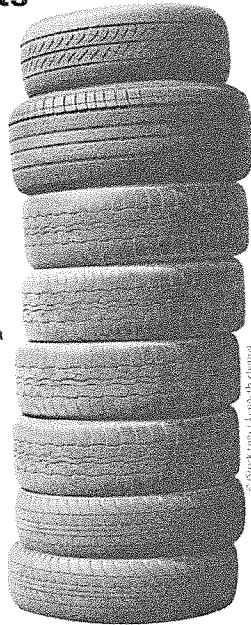
Starting early in 2016, El Dorado County residents will be able to recycle used tires for free on the third Saturday of the month at El Dorado Disposal Service's Material Recovery Facility, located at 4100 Throwita Way, Placerville.

This free disposal program is for residents only (ID required). Residents may deliver up to 9 tires per trip. Tires must be 24" or less in diameter and must be removed from rims. No larger tires, no tires on rims, and no tires from businesses will be accepted.

If you wish to transport 10 to 20 tires, you must receive PRIOR written authorization from the El Dorado County Environmental Management Department by calling (530) 621-5300.

This program is funded by a grant from the California Department of Resources Recycling and Recovery (CalRecycle). Tire Amnesty Days will continue monthly until the grant funds are expended.

For more information, visit www.edcgov.us or call (530) 626-4141.



WASTE CONNECTIONS INC.
Connect with the Future®



Cameron Park ...

(Continued from Page 1)

focuses on heart health. Featured this year are guest speakers, health screenings, healthy food samplings, wine tastings, vendors, and more! Register at www.affairoftheheart.eventbrite.com or call (530) 626-2811.

On Saturday, February 27, at 5 p.m., the Cameron Park Fire Department will host their annual **Crab Feed** fund-raiser at the Cameron Park Community Center. Attendees will also enjoy great music, a silent auction, and a raffle! Tickets are \$45 each. For more information, call Station 89 at (530) 677-6190 or visit www.cameronpark.org.

On Saturday, March 26, the Easter Bunny will arrive on the fire engine at 10 a.m. to kick off the 32nd annual **Easter Egg Hunt**, which will begin promptly at 10:20 a.m. in Rasmussen Park on Mira Loma Drive in Cameron Park. Egg hunts are separated by age groups: 0-3, 4-5, 6-7, and 8-10. After the Easter Egg Hunts, join

us for pictures with the Easter Bunnies, as well as face painting and a bounce house for a nominal fee. Admission is FREE and there is fun for all! Vendor spaces are available; please contact the CSD office at (530) 677-2231 for more information.

On Saturday, April 16, don't miss the **Cameron Park Community Cleanup Day**, held in partnership with El Dorado Disposal Services. If you have junk in your garage and waste in your yard, clean it up and bring it down for proper disposal at this FREE event for Cameron Park residents. This event will be held from 8 a.m. to 2 p.m. in the Camerado Springs Middle School parking lot. Snowline Hospice will also be on site to accept tax-deductible donations of gently used items. The Cameron Park Fire Explorers will be volunteering and assisting at this event. No commercial or hazardous waste will be accepted. **This is a free service for all Cameron Park residents.** Please be prepared to show ID. For more information and a list of prohibited items, call (530) 677-2231 or visit us online at www.cameronpark.org.

Simple tips for recycling at home



You can do your part to help save landfill space, preserve natural resources, and conserve energy by recycling at home. Make recycling part of your lifestyle. Inside your home, create recycling stations. You might place a recycling bin in the kitchen or bathroom or place a basket for paper next to the desk where you sort mail or the chair where you read newspapers and magazines. You don't need to buy special bins. Simply repurpose an old trash can, box, or basket. Then, place your recycling cart in a convenient location so that it's easy to empty your containers when they get full. Wheel the cart to the curb on recycling day. It's that easy!

But wait, you say, which items do – and don't – go into the cart? Here's the list. Clip and save this list and post it on the fridge or near your recycling cart. Remember—place only LOOSE items into the cart, with the exception of plastic bags and shredded paper.

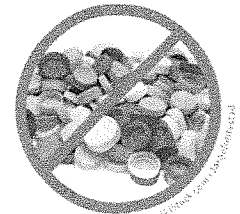
Acceptable Items – DO Place These into Your Recycling Cart:

- ✓ All California Redemption Value drink containers
- ✓ Clean paper and mail
- ✓ Corrugated cardboard (break down and flatten)
- ✓ Cereal boxes (without the liner), shoe boxes, tissue boxes, etc.
- ✓ Brown paper bags
- ✓ Newspaper and magazines
- ✓ Shredded paper *in tied clear plastic bags* (only shredded strips – NO "confetti" shreds)
- ✓ Paperback books
- ✓ Catalogs and phone books
- ✓ Milk cartons
- ✓ Juice boxes
- ✓ Soy milk cartons
- ✓ Frozen food boxes
- ✓ Plastic bottles, jars, and jugs (NO caps)
- ✓ Plastic dairy tubs, such as yogurt, margarine, etc. (NO lids)
- ✓ All colors of glass jars, bottles, and jugs (NO lids)
- ✓ Aluminum foil and foil baking pans
- ✓ Aluminum cans
- ✓ Steel or tin cans
- ✓ Scrap metal (limit 2 ft. x 2 ft. and 35 pounds; NO wood, plastic, or rubber attachments)
- ✓ Plastic grocery and shopping bags, *bundled together in one tied plastic bag*



Unacceptable Items – DO NOT Place These into Your Recycling Cart:

- ✗ Food scraps
- ✗ Food-soiled paper or boxes
- ✗ Plastic trays (bakery, meat, etc.)
- ✗ Prescription medication bottles
- ✗ Paper towels, plates, and napkins – soiled
- ✗ Disposable diapers and rags
- ✗ Ceramics and dishes
- ✗ Light bulbs
- ✗ Mirrors and window glass
- ✗ Lids and caps
- ✗ Greasy or sharp scrap metal
- ✗ Needles and syringes
- ✗ Containers that held toxic products (antifreeze, oil, syringes, etc.)



If you sometimes have more recycling than will fit into your cart, just put items in a plastic bag and mark the bag "RECYCLE" with a permanent marker. Place the bag next to your recycling cart. If you often have more recycling than will fit into your cart, call Customer Service at (530) 626-4141 to request a FREE additional recycling cart.

El Dorado Disposal also provides curbside pickup for used motor oil, but you must call to request this service. Contact Customer Service at (530) 626-4141 or OLPEIDoradoDisposal@WasteConnections.com to request motor oil recycling containers. After you receive the containers, fill them and then contact Customer Service again to schedule a pickup appointment.

You can also request a curbside pickup appointment for computers, televisions, and other electronics. You will need to use your service vouchers to receive this service. When you call to make the appointment, you will be instructed how and when to set out your electronic waste.

If you have any questions about recycling, call El Dorado Disposal Customer Service at (530) 626-4141 or visit www.ElDoradoDisposal.com.

Cameron Park Lake was recently chosen as one of the Favorite Kids' Activity locations in the 9th Annual Style Magazine Readers' Choice Awards.

**Cameron Park Community Services District
Staff Report – February 2016**

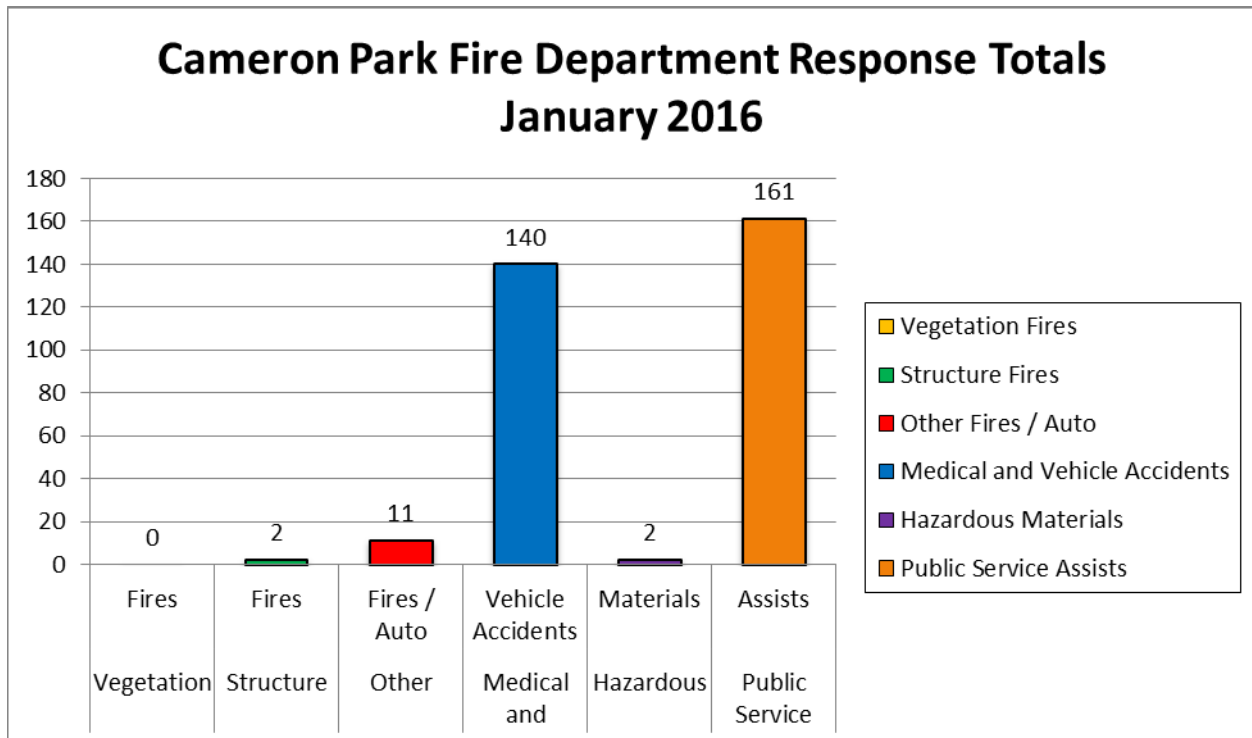
To: Board of Directors
From: Bob Counts, Battalion Chief
Regarding #2b.: Fire Department Report for the February 17, 2016 - Board Meeting

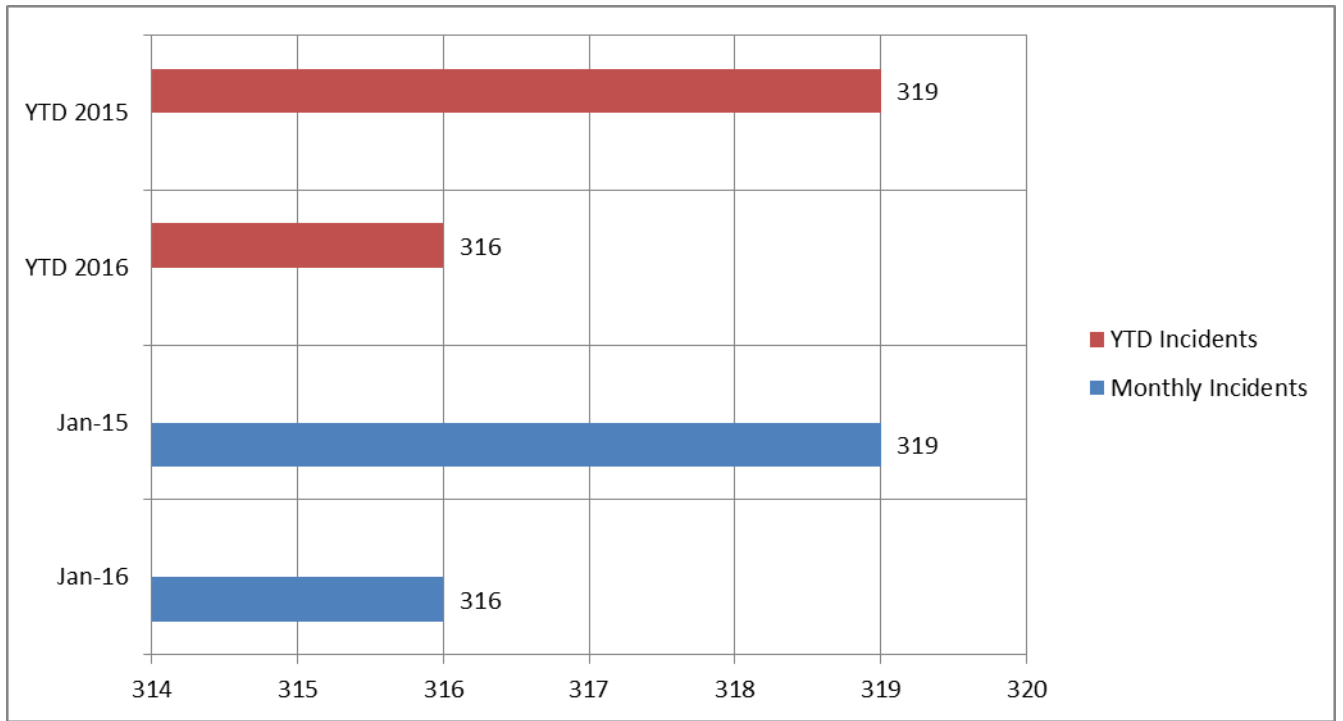
Recommended Action: Receive and File

Incidents for the Month of January 2015:

| Vegetation Fires | Structure Fires | Other Fires / Auto | Medical and Vehicle Accidents | Hazardous Materials | Public Service Assists | Total(s) |
|-----------------------------|----------------------------|-------------------------------|--|--------------------------------|---------------------------------------|-----------------|
| 0 | 2 | 11 | 140 | 2 | 161 | 316 |

Incident Total for Month of January: 292





As of January 31, 2016

Incidents were down by 1% for the month of January compared to 2015. Total incidents have decreased by **1%** for the calendar year compared to 2015.

PERSONNEL

No new items of interest to report.

FIRE DEPARTMENT OPERATIONS AND ADMINISTRATION

Incidents

There were no incidents of note during the month of January.

Apparatus

Work is continuing on the new fire engine to get it ready to be in-service. Tools, and equipment are being installed, and the striping is complete.

We are planning an in-service ceremony for the Engine when we get closer to final completion. I will be providing more info on that in the months to come.



El Dorado County Training Officers Association

The County Training Officers are currently planning multiple County wide drills for this spring including; Water Rescue, Confined Space, and wildland fire refresher training.

El Dorado County Fire Chiefs Association

No new items of interest to report from the January 27th El Dorado County Fire Chiefs Association meeting. Minutes from the previous meeting, November 25th, are attached for your review.

JPA OPERATIONS AND ADMINISTRATION

JPA Board of Directors Meeting

The vast majority of the January 27th JPA Board of Directors meeting centered around two topics, El Dorado Hills RFP for Dispatch services, and CAL-Tahoe JPA Update.

El Dorado Hills Fire Department has submitted a letter to Sacramento Regional Fire Dispatch to look into the feasibility of joining their dispatch system. This could potentially create a multitude of issues within the County. The JPA Board members voiced their concern to El Dorado Hills representatives, and their Board member that was in attendance. The detailed meeting minutes are attached.

On December 7th the South Lake Tahoe City Council voted to support a side letter stating that South Lake Tahoe Fire Department would withdraw from the JPA in 120 days. SLT Fire Dept operates 2 of the 3 JPA ambulances in the Lake Tahoe Basin. This will spur discussion on the current operating plan in the Lake Tahoe Basin, and the relationship between CSA3 (Tahoe) and CSA 7 (West Slope). Attached are the full meeting minutes of the January 27th meeting.

FIRE PREVENTION

This winter we have seen an unfortunate rise in the number of calls related to the improper handling and storage of hazardous materials. A hazardous material is anything that can adversely affect your safety.

-Liquids such as gasoline and paint thinners should be stored away from living areas in metal storage cabinets that are fire rated away from heat sources and in well ventilated areas.

-Oil soaked rags, especially those used for staining wood need to be disposed of in fire rated metal containers, so they don't combust.

-Fire place and wood stove ashes need to be disposed of in metal containers, and allowed to cool outdoors away from anything flammable. The container should be set on bare earth or cement away from any living areas.

Practicing safe handling and storage of hazardous materials greatly reduces the possibility of an ignition at your home, and the possibility you needing to utilize your fire escape plan. Don't have a fire escape plan? Following the tips below can save your life, or that of a loved one in the event of a fire.

Nationwide, more than 2,500 people die each year and almost 14,000 people are injured in fires. In the event of a fire, time is of the essence, every second counts! Once a fire starts in a home, there is no time to plan on how to get out. You may have only 1-2 minutes to get out safely. Now is the time to sit down with your family and make a step-by-step plan for escaping a fire in your home. Don't just plan it, practice it twice a year with everyone in your home at night and during the daytime.

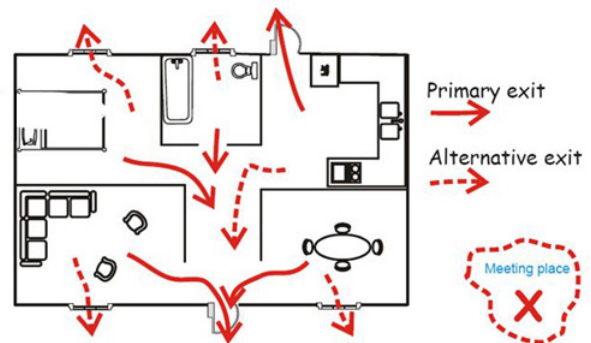
Did you know that only one of every three American households have actually developed and practiced a home fire escape plan? While 71% of Americans have an escape plan in case of a fire, only 47% of those have practiced it. Those statistics are staggering as almost 80% of fires start in the home.

Practice Your Plan & Have Working Smoke Alarms in Your Home!

- Draw a map of each level of the home. Show two ways out of every room.
- Have an outside meeting place like a mailbox, tree, or light pole on the same side of the street as your home.
- Make sure windows are not stuck, screens can be taken out quickly, and that security bars can be opened easily.
- Practice your plan to make sure that children and adults react to the smoke alarm and know what to do.
- Children, older adults, and people with disabilities may need assistance to wake up and get out. Make sure that someone helps them.
- Install smoke alarms inside every sleeping area, in hallways outside of sleeping areas and on every level of your home. Test your smoke alarm once a month by pushing the button and hearing the sound.

Crawl Low & Go - Once You Are Out Stay Out!

- Smoke and heat rise, cleaner air is closer to the floor.
- Crawl on your hands and knees, keeping your head 12-24 inches above the floor and crawl outside to your meeting place.
- Before opening a door, feel the doorknob and then the door. If either is hot, leave the door closed and use your second way out.
- If there is smoke coming around the door, leave the door closed and use your second way out.
- Once you are out, do not go back in for any reason, not even for pets!



- If people are trapped, firefighters have the best chance of rescuing them. Firefighters have the training, experience and protective equipment needed to enter burning buildings.
 - Call the fire department from outside your home.
- If You Are Trapped - Shelter in Place**
- If you can't get out, stay in the room with the door closed.
 - Stuff cracks around the doors to keep smoke out.
 - Wait at the window and signal for help with a light-colored cloth or a flashlight.
 - If there is a telephone in the room, call 9-1-1 and report your location.



El Dorado County Emergency Services Authority

JPA Board of Directors Meeting Minutes

Wednesday, January 27, 2016, 8:00 a.m.
El Dorado County OES Conference Room, 330 Fair Lane, Placerville, CA 95667

Pledge of Allegiance: Conducted

1. Call to Order/Roll Call/Introductions - Call to order at 8:00 a.m.

Board Attendees:

- | | |
|--|---|
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Dave Roberts , <i>Chair</i> | <input type="checkbox"/> Alternate Deputy Chief Mike Lilienthal |
| <input checked="" type="checkbox"/> CalFire - Cameron Park Fire, Div. Chief Mike Webb | <input type="checkbox"/> Alternate Battalion Chief Bob Counts |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Rob Combs | <input type="checkbox"/> Alternate Assistant Chief Bryan Ransdell |
| <input type="checkbox"/> El Dorado County Fire, Chief Mike Hardy | <input checked="" type="checkbox"/> Alternate Division Chief Tim Cordero |
| <input checked="" type="checkbox"/> Garden Valley Fire, Interim Chief Linda Szczepanik | <input checked="" type="checkbox"/> Alternate Assistant Chief Bob Bement |
| <input checked="" type="checkbox"/> Rescue Fire, Deputy Chief Tom Keating | <input type="checkbox"/> Alternate Director Anne Walker |
| <input checked="" type="checkbox"/> CalFire ECC – AEU, Deputy Chief Brian Estes | <input type="checkbox"/> Alternate Unit Chief Mike Kaslin |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Greg Schwab , <i>Vice Chair</i> | |
| <input checked="" type="checkbox"/> Pioneer Fire, Chief Jack Daniels | |
| <input checked="" type="checkbox"/> JPA Executive Director Marty Hackett | |

Other Attendees:

- Unit Chief Mike Kaslin, CalFire ECC - AEU
- Chief Gareth Harris, Lake Valley Fire
- Battalion Chief Dave Wood, CalFire ECC - AEU
- Assistant Chief Bryan Ransdell, Diamond Springs Fire
- Engineer Mike MacKenzie, El Dorado Hills Fire
- Captain Paul Dutch, El Dorado County Fire
- Division Chief Steve Simons, North Tahoe / Meeks Bay Fire
- Rich Todd, EMSA

Introduction of Guests:

- Jim Hartley, El Dorado Hills Board of Directors
- Ryan Wagoner, Executive Director Cal-Tahoe JPA
- Mark Spaug, Garden Valley Fire District Board of Directors

2. Approval of Agenda

Director Keating motioned to approve the agenda as presented. Director Webb 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 2015

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

6.2 Executive Director Report

Executive Director Hackett provided the following updates:

- The EPCR RFP is currently with county counsel and is anticipated to be released for bids in the next few weeks.
- Sacramento County authorities are utilizing the 800 frequency trunking systems for Med Net communications with Sacramento area hospitals. Discussions are underway with them now to find a solution to this problem.

6.3 Finance Committee Meeting Update

The following are topics discussed at the January meeting:

- Draft FY 16-17 budget - a CalPERS lump sum model was created by the JPA to calculate the budgetary needs for sub-contracting fire districts for their classic employees in sub-object 3020 Retirement. While this methodology is appropriate for FY 15-16 and 16-17, a more robust methodology will be needed to determine future budgetary needs.
- Mr. Spaugh, Garden Valley Fire District Board of Directors, presented a proposal requesting that the district receive compensation for out of district medical aid responses.
- A recommendation was made to proceed with a JPA service study.

6.4 Systems Status Management Meeting Update

The following are the topics discussed at the January meeting:

- Review of EMSA's policy titled Guidelines for Interfacility Transfer of 5150 Patients.
- Med Net communications.
- Dedicated service for the El Dorado Union School District's football games and the JPA's ability to fulfill the request.

7. Old Business

7.1 Non-Emergency Interfacility Transfers

Executive Director Hackett stated that he will be forming a working group to develop recommendations to present to the Board related to the master contract, options and legalities concerning non-emergency interfacility transfers.

8. New Business

8.1 A comprehensive and detailed report from El Dorado Hills on the El Dorado County Communications System RFP and the Proposed Feasibility Study for Radio and Dispatch Services Provided by Sacramento Regional Fire Rescue Communications Center. Discussion the Impacts to a Regional and Boundary-Less Ambulance Delivery System and the Short and Long-Term Goals of El Dorado Hills Relative to the Participation in that System

Director Roberts updated the Board on the current status of the El Dorado Hills feasibility study stating that several years ago there was a strategic planning session conducted which involved county representatives and community members. At that time six (6) goals were identified, with communications being one of them.

The El Dorado Hills Fire Board of Directors approved the submission of the application to Sacramento Regional Emergency Communication Center to determine if they would accept their

participation in their JPA. Once a decision is reached the next step will be to conduct a feasibility study, which will outline costs and whether a change is operationally viable. Upon receipt of this information, the El Dorado Hills Fire District Board of Directors will review and vote on what action to pursue. Director Roberts also advised that while they support the current system, they must consider future needs and what actions will be most beneficial to their district long-term. They must ensure they are positioned appropriately to ensure seamless functionality currently and in the future.

Concerns and comments voiced by the JPA Board include:

- El Dorado Hills Fire should have priority, allegiance and commitment to this county.
- A comprehensive study was conducted outlining that the 700 frequency is not viable for this geographic area. The potential of El Dorado Hills switching to a separate frequency could be problematic and negatively impact the JPA.
- The JPA Board will need to determine what financial and operational impact the system will incur should El Dorado Hills move forward in the process.
- El Dorado Hills should continue to work with CalFire ECC-AEU to determine how the current system can be improved.
- The money that will potentially be spent to pursue a separate frequency could be utilized to fund improvements in the current system.
- CalFire has been unable to identify that any other districts have experienced the same level of weakness and threats that El Dorado Hills Fire identified in their SWOT analysis.
- Will the intent be to have Latrobe and Rescue also move dispatch services should El Dorado Hills continue in the process?
- Transparency from El Dorado Hills while they pursue their options is requested.

Mr. Hartley, El Dorado Hills Fire Board of Directors, thanked the JPA Board for their comments and advised that he is a strong advocate of the auto aid and mutual aid system and that it is not his intent to do anything to compromise the system.

8.2 Cal-Tahoe JPA Update

Executive Director Ryan Wagoner provided the Board an update on the status of the Cal-Tahoe JPA. Highlights include:

- On December 7, 2015 The City of South Lake Tahoe City Council voted to support a side letter stating the South Lake Tahoe Fire department would “withdraw” from the JPA in 120 days. Both member agencies have been involved in ongoing committee meetings to find a way for Lake Valley Fire Protection District to take over the ambulance transportation portion of the City agreement.
- The Cal-Tahoe Emergency Services Operations Authority (CTESOA) has met with both the EMS Director and the Director of HHSA and discussed the terms of this contract as there have been significant circumstances beyond our control causing a dramatic increase in our operating costs.
- The increased number of interfacility transports (IFT) out of the area has caused the ambulance replacement schedule to advance more rapidly. The capital expense cost of ambulance replacement comes from CTESOA capital reserves with an approximate cost of \$120,000 on a remount and \$160,000 for total ambulance replacement.
- CSA 3 recently signed a one year dispatch contract resulting in a \$55,000 increase to the previous contract for services for FY 15-16. CTESOA expects this cost may increase an additional \$150,000 the following year. This would result in an additional annual increase of an additional \$205,000 per year over FY 16-17. Additional funds must be secured in order to maintain consistent, high quality dispatch services for our service area.
- CTESOA currently operates three (3) ambulances at approximately \$686,666 per ambulance. Lake Valley Fire Protection District operates one ambulance in the county area while the City of South Lake Tahoe Fire Department operates two ambulances within the city limits.

- On December 14, 2015 the City of South Lake Tahoe Fire Department changed its service delivery model on two (2) of the ambulances they operate for the JPA. They changed from two (2) Paramedic Firefighters to a part-time EMT and Paramedic non-safety personnel.
- CTESOA has requested additional funding to maintain the existing level of service required by the contract and our community. Since the new contract in 2011 the CTESOA no longer receives comparable IFT dollars. The county has agreed to only open the existing contract to address the increase in IFT's and the increase in dispatch costs.
- The benefit assessment and patient charges received by the county vs. what the CTESOA receives as contracted payment:
 - Fees collected by County fiscal year 2011/2012 \$2,270,254 vs. CTESOA \$1,996,447
 - Fees collected by County fiscal year 2012/2013 \$2,500,324 vs. CTESOA \$2,047,605
 - Fees collected by County fiscal year 2013/2014 \$2,284,489 vs. CTESOA \$2,046,920
 - Fees collected by County fiscal year 2014/2015 \$2,225,098 vs. CTESOA \$2,070,000
- Currently CSA 3 has \$2,302,647 in fund balance in the county's CSA 3 operating account.

Director Roberts stated that the JPA Board has requested that a workshop be conducted with county and city representatives from CSA 3 and CSA 7 to discuss the issues in depth. He also advised that the JPA Board needs to consider an emergency contingency operations plan to support CSA 3 should it be required.

8.3 Surplus Medic Unit IN 6289

Director Schwab motioned to surplus medic unit VIN 6289. Director Keating seconded the motion which carried unanimously.

8.4 Review Draft FY 14-15 Audit Report

Executive Director Hackett stated that the Finance Committee is requesting the JPA Board's acceptance of the draft FY 14–15 audit report, which indicates no findings.

Director Keating motioned to receive and file the draft FY 14-15 audit report as presented. Director Webb seconded the motion which carried unanimously.

8.5 Paramedic Renewal Reimbursement Procedures

Executive Director Hackett stated that the Finance Committee is requesting the JPA Board's renewed commitment to adhere to the JPA policy which outlines that all paramedic renewal reimbursements are to be paid directly to the districts and not to the employee.

All Directors renewed their commitment to have their districts adhere to the JPA policy pertaining to paramedic renewal reimbursements.

8.6 Discuss and Recommend a Proposal to Hire a Consultant for a Service Study

Executive Director Hackett stated that the Finance Committee is recommending the JPA Board's approval to proceed forward with obtaining information on the costs associated with hiring a consultant to perform a service study.

All Directors recommended that Executive Director Hackett proceed with exploring the costs associated with hiring a consultant to perform a service study and then present the cost information to the JPA Board for final review/approval.

9. Fiscal Items

9.1 Discuss Budget Preparation for FY 16-17

Executive Director Hackett advised that there will be a special JPA board budget meeting on Wednesday, February 3. The meeting will take place at 1:00 p.m. at Diamond Springs Fire in the upstairs conference room.

10. Director Items

CalFire ECC - AEU: CalFire would like to present a report at the February JPA Board meeting. Several long standing communication operators will be retiring soon.

Cameron Park Fire: Nothing to report

Diamond Springs / El Dorado Fire: Nothing to report

El Dorado County Fire: Nothing to report

El Dorado Hills: City Gate will be conducting a community risk assessment for the district.

Garden Valley: Nothing to report

Georgetown Fire: One staff member who is on workers comp has been cleared to return to duty.

Lake Valley Fire: Nothing to report

Mosquito Fire: Nothing to report

Pioneer Fire: Nothing to report

Rescue Fire: Nothing to report

11. Closed Session

None

12. Adjournment

Director Keating motioned to adjourn the meeting at 10:30 a.m. Director Estes seconded the motion which carried unanimously.

EL DORADO COUNTY FIRE CHIEFS ASSOCIATION MEETING

AGENDA

Wednesday, January 27, 2016, 9:30 a.m.

El Dorado County OES Conference Room, 330 Fair Lane, Placerville, CA 95667

| ITEM |
|---|
| Pledge of Allegiance |
| 1. Call to Order/Roll Call/Introductions |
| 2. Public Comments - 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. |
| 3. Approval of Agenda |
| 4. Approval of Minutes – December 9, 2015 |
| 5. Treasurer’s Report |
| 6. Fire Advisory Board |
| 7. Old Business |
| 8. New Business <ul style="list-style-type: none">8.1 Nominate and Elect New FCA Treasurer (Combs)8.2 2016 Annual El Dorado County Fire Chiefs’ Teambuilding Exercise (Harris)8.3 Agency Terrorism Liaison Officer (TLO) Survey (Schwab) <i>Please have the following information for the XED Op Area Directory: Name (Last, First), Title, Email Address, Office Phone, Fax Phone and Mobile Phone</i>8.4 Statewide Water Rescue Curriculum Letter to STEAC (Schwab) |
| 9. Department Reports |
| 10. Section Reports <ul style="list-style-type: none">10.1 Training Officers10.2 Fire Prevention Officers10.3 Operations<ul style="list-style-type: none">10.3.1 El Dorado County Rescue Task Force (EDCRTF) Ops Manual (Schwab) |
| 11. Standing Committee Reports <ul style="list-style-type: none">11.1 EMS Agency11.2 OES, State and Local11.3 Fire Safe Council11.4 LAFCO11.5 Red Cross11.6 CalStar |
| 12. Good and Welfare |
| 13. Adjournment |

Next meeting: 8:00 a.m. on Wednesday – February 24, 2016

All Board Meetings are recorded. The Board 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 District
Downstairs Conference Room

DATE: Wednesday, December 9, 2015
TIME: 09:30 a.m.

PRESENT

- | | |
|--|---|
| <input type="checkbox"/> Chief Tim Alameda, NT Fire | <input checked="" type="checkbox"/> Chief Mike Hazlett, Mosquito Fire |
| <input checked="" type="checkbox"/> Chief Bob Bement, GRV Fire | <input checked="" type="checkbox"/> Div. Chief ECC Mac Heller, USFS Chief |
| <input checked="" type="checkbox"/> Chief Rob Combs, DSP Fire | <input type="checkbox"/> Chief Gary Humphrey, Cal OES |
| <input checked="" type="checkbox"/> Div. Chief Tim Cordero, ECF Fire | <input type="checkbox"/> Unit Chief Kaslin, CalFire - AEU |
| <input checked="" type="checkbox"/> Bat. Chief Bob Counts, CP Fire | <input checked="" type="checkbox"/> Dep. Chief Tom Keating, RES Fire |
| <input type="checkbox"/> Chief Jack Daniels, PIO Fire | <input checked="" type="checkbox"/> Asst. Chief Bryan Ransdell, DSP |
| <input type="checkbox"/> Chief Bill Dekker, GRV Fire | <input type="checkbox"/> Chief Dave Roberts, EDH Fire |
| <input checked="" type="checkbox"/> Bat. Chief Ken Earle, DSP Fire | <input checked="" type="checkbox"/> Chief Greg Schwab, GEO Fire |
| <input type="checkbox"/> Deputy Chief Brian Estes, CalFire-AEU | <input type="checkbox"/> Chief Mike Schwartz, MEK Fire |
| <input type="checkbox"/> Chief Gary Gerren, FLL Fire | <input type="checkbox"/> Chief Nickie Washington, USFS |
| <input checked="" type="checkbox"/> Chief Mike Hardy, ECF Fire | <input checked="" type="checkbox"/> Div. Chief Mike Webb, CP Fire |
| <input type="checkbox"/> Chief Gareth Harris, LAV Fire | <input checked="" type="checkbox"/> Bat. Chief Dave Wood, CalFire-AEU |

- I. **Call to Order 9:30 a.m.**
- II. **Pledge of Allegiance** – Conducted
- III. **Introduction of Guests:**
 - Dan Burch, Smeal
 - Scott Beck, Smeal

Others in Attendance:

 - Jose Henriquez, LAFCO
 - Pat Dwyer, Fire Safe Council
- IV. **Public Comments**
None
- V. **Approval of Agenda**
Chief Schwab motioned to approve the agenda as presented. Division Chief Webb seconded the motion which carried unanimously.
- VI. **Approval of Minutes from November 23, 2015 Meeting**
Chief Combs motioned to approve the minutes as presented. Division Chief Webb seconded the motion which carried unanimously.
- VII. **Treasurer's Report**
Nothing to report
- VIII. **Fire Advisory Board**
The Fire Advisory Board will be comprised of Unit Chief Kaslin, Chief Hardy, Chief Harris and Deputy Chief Keating.

IX. Old Business

1. CIP Update

Chief Combs advised the committee that the payment to Diamond Springs Fire was authorized by the Board of Supervisors (BOS) but never received. Now the BOS, after meeting with county council, Joe Harn and the CAO, ordered that the payment be issued. Mr. Harn has requested a legal opinion from county council stating that the Walker decision does not have any relevance on this issue. Once that legal opinion is obtained Mr. Harn indicated that he will then be legally obligated to make the disbursement.

The committee went on to discuss in detail the CIP approval process, the Nexus study and the Walker case decision.

X. New Business

1. Payments from Kyburz Fire/USFS

The committee discussed concerns around an invoice related to assistance with the Kyburz Fire from El Dorado County Fire that was declined for payment by the Forest Service. Chief Hardy has a meeting scheduled with a Forest Service representative to discuss the issue.

2. Election of Officers

Chief Hardy motioned to elect Chief Bill Dekker for the position of Treasurer for the Fire Chiefs Association 2016 calendar year. Division Chief Webb seconded the motion which carried unanimously.

Chief Hardy motioned to elect Unit Chief Kaslin for the position of Vice President for the Fire Chiefs Association 2016 calendar year. Chief Combs seconded the motion which carried unanimously.

Chief Hardy motioned to elect Chief Combs as the President for the Fire Chiefs Association 2016 calendar year. Chief Schwab seconded the motion which carried unanimously.

XI. Department Reports

CalFire AEU: McClellan air tanker was a great resource during the 2015 fire season. Will move forward with drought augmentation through March. The Governors preliminary budget comes out January 10 and an increase for Cal Fire IT infrastructure and AVL systems is anticipated.

Cameron Park Fire: A new fire engine has been delivered. The Cameron Park Fire Explorer breakfast took place on December 5. The Santa Run event is scheduled for this weekend. Work continues on the fire engine restoration project. The inauguration of the new station is anticipated in early 2016.

Diamond Springs / El Dorado Fire: The exterior update to the building is moving forward. Moved residence into station 48. An engine has been sent to High Tech for repair with an anticipated return date in January.

El Dorado County Fire: Fully staffed from the reorganization and attrition. Recently took delivery of two type 3 vehicles. Three type 1 vehicles are expected to be delivered in May. Staffing of station 74 will occur from June – October.

El Dorado Hills: A house burn is scheduled at the end of January. The \$500,000 Latrobe issue is being addressed. Two type 6 engines will be delivered next summer.

Fire Service: Personnel changes have taken place. Pile burning is underway.

Forest Service:
Nothing to report.

Garden Valley:
Nothing to report.

Georgetown Fire: The recent trainings were well planned.

Lake Valley Fire:
Nothing to report.

Mosquito Fire: Currently undergoing staffing changes due to resignations. Currently seeking a job share opportunity for an Administrative Assistant. There is a need for a part-time, limited term Fire Captain.

Pioneer Fire:
Nothing to report.

Rescue Fire: Met recently with county representatives regarding the Rescue annexation.

XII. Section Reports

1. Training Officers
Nothing to report.
2. Fire Prevention Officers
 - The annual Christmas luncheon is scheduled for December 9 at Colina del Oro.
 - Work continues on the new fire code.
3. Operations
 - The Region 4 meeting will take place on December 10.
 - All open task books should be forwarded to Chief Ransdell.

XIII. Standing Committee Reports

1. EMS Agency
Nothing to report.
2. OES, State & Local
Nothing to report.
3. Fire Safe Council
 - A presentation was recently provided to the Board of Supervisors which was well received.
 - There is a community event in Cool on December 6.
 - A grant writing workshop took place recently.
 - January 7 is the close date for grant submittal.
 - CWPP is moving forward.
4. LAFCO
The SB239 workshop will be postponed until March.
5. Red Cross
Nothing to report.
6. Cal Star
Nothing to report.

XIV. Good and Welfare

Nothing to report.

XV. Next Meeting – January 27, 2016

XVI. Adjournment

The meeting adjourned at 10:38 a.m.

DRAFT

**Cameron Park Community Services District
Staff Report for January 2016**

To: Board of Directors
From: Tina Helm, Recreation Supervisor
Re: Recreation Department Report
Recommended Action: Receive and File

UPCOMING EVENTS: All will be held at the Community Center

- Affair of the Heart – A Public Health Event – February 18, 4pm to 7pm
- It's A Wedding Affair – February 21, 10am to 3pm
- Briefcase Full of Blues Concert – March 12, 6pm – 9 pm
- Annual Easter Egg Hunt – March 26, 10am at Rasmussen Park

ON AIR CONCERT: On Air –Classic Horns Band performed on Saturday, January 23. Approximately 150 people attended the event and they enjoyed the show. The Cameron Park Community Foundation sold beverages and snacks. Once all invoices are received an activity report will be completed.

MOVIE NIGHT - TOMORROWLAND The Friends of the Library and the CSD partnered to show the movie *Tomorrowland* starring George Clooney on Friday, January 29 at the Community Center. This is a new event. There were 26 attendees that came with their chairs or used the ones here to watch the movie. Popcorn and beverages (water and lemonade) were available for the audience. Once all invoices are received an activity report will be completed.

REDS, WHITES & JEWELS: The jewelry and wine event was held on Saturday, February 6, 2016. There were 19 vendors (last year there were 22 vendors). Overall vendors did okay – a suggestion to move the event to not to be on the same weekend as the Super Bowl was recommended. Once all invoices are received an activity report will be completed.

AFFAIR OF THE HEART: Staff is working with Marshall Medical for the event on Thursday, February 18. The event will feature an evening of heart- healthy topics including food, wine tasting, health screenings and talks presented by Marshall Medical Center experts. Class demonstrations will feature taekwondo, guitar, Zumba and Zumba Gold from a Chair. Boutique shopping will include – Two Hot Chicks (jams/jellies), Farmer's Deli and Bakery, It's Organic, My Health Destiny and more. Please carpool if attending.

UPCOMING PROGRAMS:

February – Zumba Gold from a Chair!, Youth Tennis lessons at the lake, Beginning Guitar for youth and adult, Paint & A Splash Too!, and Beyond Insomnia Workshop.

YOUTH BASKETBALL PROGRAM

PIZZA HALF TIME SHOT: Staff worked with Pizza Factory to obtain Free Mini 1 Topping Pizza Coupons. These are given to the player that makes the shot from the free throw line at half time. Each team of the two teams is allowed one person per game. Each player will have an opportunity to participate in this program during the season.

PONDEROSA HIGH SCHOOL GAME:

The youth basketball players were invited to attend the Girls Basketball Game against Del Campo on Friday, February 6. The players in their CSD jerseys/t-shirts were given free entrance to the game. There were about a dozen players that attended. They have been invited to attend the game against Consumnes Oaks on Tuesday, February 16.

FUTSAL PROGRAM: Staff is working with Steve Beck on the futsal program. There currently is a Saturday clinic and Sunday league play being offered. A spring break program will be held on the Tuesday and Wednesday of Spring Break.

MARKETING PLAN DATA

Facility Feedback Survey Results

Facility Renters are given a survey after they use the facility. They rate the facility on cleanliness, readiness, amenities, staff and registration process. In addition they are asked if they would return(Y/N), would they recommend the facility to others (Y/N) and how did they hear about the facility. The results of the Feedback Survey for the months of September to December 2015 are as follows:

| Scale of 1-5 (high to low) | | | | | Satisfaction Scale 1-5 (high-low) | | | Return? | | Recommend? | |
|----------------------------|-------|-----------|-------|--------------|--------------------------------------|---------|-----|---------|----|------------|----|
| Clean | Ready | Amenities | Staff | Reg. Process | Very | Neutral | Not | Yes | No | Yes | No |
| 5.00 | 5.00 | 5.00 | 5.00 | 4.95 | 5 | 0 | 0 | 19 | 0 | 19 | 0 |

How did you hear about our facility?

- 1 Chamber of Commerce
- 4 CSD Office/Website/Staff
- 2 Live Here
- 3 Online search
- 6 Rented before
- 1 Social Media
- 1 Style Magazine
- 1 Word of Mouth

Program Evaluation Survey Data

At the conclusion of classes, participants are given an evaluation form. They rate the class format, instructor’s knowledge, number of class meetings, price of the class, appropriate handouts, how did you feel about the facility, and was staff friendly and helpful. Additional questions include – did the program meet your expectations, how did you hear about the class, would you recommend the class and will you participate in the class in the future. The results of the Program Evaluation Survey for the months of September to December 2015 are as follows:

| How did you hear about us? | | | | | | | |
|----------------------------|-------------|------------------|----------------|---------------|----------------|--------------|-------|
| Surveys Returned | Print Media | District Website | Activity Guide | Word of Mouth | Return Student | Social Media | Other |
| 150 | 6 | 25 | 49 | 33 | 14 | 0 | 13 |

| Scale of 1-5 (high to low) | | | | | | |
|----------------------------|------------------------|--------------------|----------------|----------------------|----------------------------|---------------------------|
| Class Format | Instructor's Knowledge | # of class meeting | Price of Class | Handouts Appropriate | Did you like the facility? | Staff friendly & helpful? |
| 4.9 | 5.0 | 4.8 | 4.8 | 4.9 | 4.8 | 4.9 |

| Meet Expectations? | | Return? | | Recommend? | |
|--------------------|----|---------|----|------------|----|
| Yes | No | Yes | No | Yes | No |
| 125 | 1 | 115 | 25 | 141 | 1 |

How did you hear about it? Data

When participants sign up for classes and/or events they are asked “How did you hear about the program/event?”. Please see Attachment A for the month of January 2016.

SUMMARY OF FALL ACTIVITY GUIDE

The Fall Activity guide included the months of September to December.

The following is a program summary:

- Programs/classes offered - 171
- Programs/classes cancelled - 40 or (23%)
 - The classes cancelled included:
 - Food Play
 - Guitar I
 - Hypnotherapy
 - Cooking with Kids
 - Adult Beginning Hula
 - Puppy Obedience
 - Dog Obedience
 - Let’s Uke
 - More Let’s Uke
 - Essential Oils
 - Skyhawks for Tots- Basketball & Soccer
 - Tai Yo Lates
 - Morning Tai Chi
 - Imagination Art
 - Mandala Art
 - Pickers 101
 - Glass Fusing
 - Oil Painting
 - Art Sparks
- People participated in the programs/classes offered - 1,184

COMBO PASS UPDATE:

4 Family passes; 6 Individual passes, 6 Senior passes, 1 Lake resident individual and 1 Lake resident senior pass for a total of 21 passes have been sold as of February 9 – see attachment B for Pass Analysis.

Vista Print had a 50% sale on post cards that expired on January 26th. Staff used this opportunity to order 2,500 postcards to market the combo season passes and pre-season aquatic programs (swim lessons, water aerobics and Mermaid School). Post cards arrived on February 2nd. Please see Attachment C for the post card proof.

Marketing includes:

- General Manager’s article in *Cameron Park Life* – December, January & February
- Cameron Park Community Services District Newsletter - December, January and February
- Back page of January *Cameron Park Life*
- 750 post cards were delivered to Blue Oak School on February 3rd to be placed into the Friday folders of each child at the school

- Remaining post cards to be taken out into the community to libraries, pre-schools, schools, churches and businesses

MARKETING:

- The Front Desk staff is spending a minimum of 15 minutes a day interacting through social media to promote programs and events within the community
- As of February 10, 2016, there are 828 (45 more than January page “Likes” on Facebook) and 600 (4 more than January) followers on Twitter.
- Please find some of the PSAs of the recent events and activities held in January.
- Please find the Mail Chimp campaign information from the email newsletters for February.

MEETINGS/TRAINING:

- Staff attended the Gold Country Regional Training – topic included Advanced Crisis Management
- Staff attending YTRS- Youth and Teen Recreation Services meeting to discuss Summer Field trips, mini camps and Staff training workshop. The February meeting will be hosted at the CSD – Topics of discussion includes Special Events and the Planning/Implementation of Special Events.
- Staff attended the January NCAMA – Northern California Aquatic Management Association meeting in Citrus Heights.
- Staff attending the NCAMA Bootcamp Workshop in Roseville – topics included *Leadership the Marine Corps Way*, *Be in the Zone: Keep them Alive in 5(First Aid & CPR)*, and *Zone Training* and in-water sessions of *Lesson Strategies* and *Be in the Zone; Heroes in Training*.
- Staff met USTA – United States Tennis Association – representatives to discuss offering a HITS (Honesty Inspiration Teamwork Sportsmanship) program in the early summer for 10 and under. There is an opportunity to apply for a grant through USTA when resurfacing the tennis courts at the lake.
- Staff attended a GSSA – Greater Sacramento Softball Association – meeting in Citrus Heights.
- Staff meet with EDDOG to discuss Bricks, bench and Pooch Plunge.
- Staff attended a Marketing and Social Media workshop sponsored by The El Dorado Foundation

| |
|--|
| Cameron Park Community Services District Facility Report January 2016 |
|--|

COMMUNITY CENTER:

January rental activities included:

- Tibetan Monks Performance
- 50th Anniversary Party
- Women’s Fund of El Dorado Fundraiser
- Eagle Scout Ceremonies

Ongoing Rentals

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

Please find attached the scheduled rentals for December of Fiscal Years 2014-15 and 2015-16 comparison to the rentals during the same period of time last year. The comparison is for the auditorium/classroom rental and does not include the gym.

| 2014/15 Facility Rentals July 2014- June 2015 | | | | 2015/16 Facility Rentals July 2015- June 2016 | | | | Difference From Previous Year |
|---|--------|-------------|-----|---|--------|-------------|-----|--|
| 2014 | July | \$2,012.35 | 25 | 2015 | July | \$4,880.35 | 25 | 0 |
| 2014 | August | \$2,728.01 | 27 | 2015 | August | \$5,006.91 | 24 | -3 |
| 2014 | Sept | \$3,569.30 | 21 | 2015 | Sept | \$8,013.45 | 26 | +5 |
| 2014 | Oct | \$4,665.70 | 20 | 2015 | Oct | \$11,728.01 | 32 | +12 |
| 2014 | Nov | \$3,579.76 | 18 | 2015 | Nov | \$4,242.20 | 29 | +11 |
| 2014 | Dec | \$2,884.52 | 20 | 2015 | Dec | \$5,375.87 | 22 | +2 |
| 2015 | Jan | \$6,605.60 | 22 | 2016 | Jan | \$3,675.76 | 18 | -4 |
| Total | | \$23,035.26 | 153 | Total | | \$42,922.54 | 176 | +23 |

Percentage of budget last year 66%

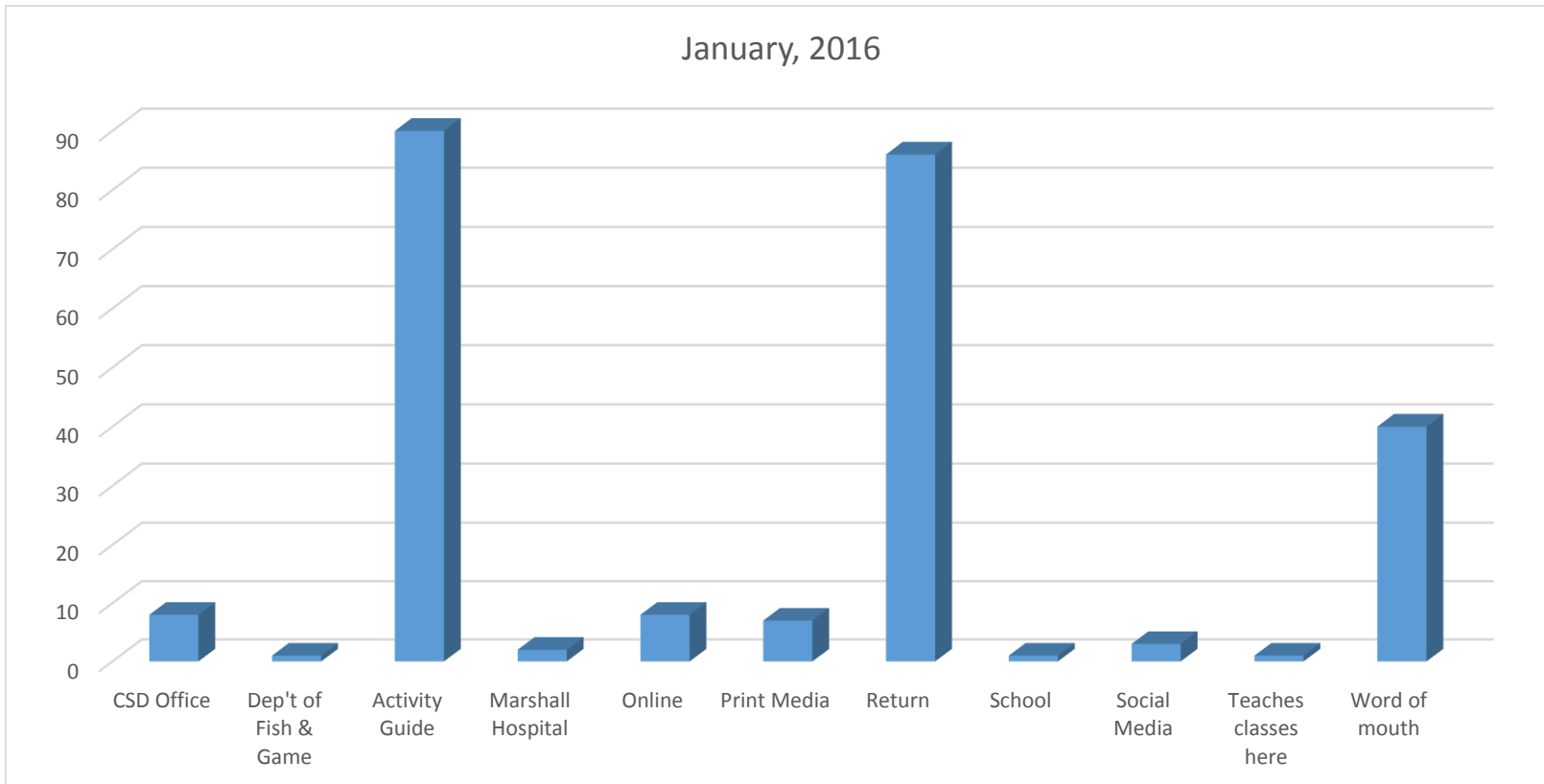
Percentage of budget this year 117%

| 2015 | Reservation Types – January | 2016 |
|-------------------------------------|-----------------------------|--------------------------------------|
| 16 Meetings | | 13 Meetings |
| 2 Memorials | | 2 Eagle Scout Ceremonies |
| 2 Fundraisers – 1 with kitchen use | | 1 Fundraiser |
| 1 Retirement Party with kitchen use | | 1 Anniversary Party with kitchen use |
| 1 Performance | | 1 Performance |

How Did You Hear? January, 2016

| | |
|----------------------|----|
| CSD Office | 8 |
| Dep't of Fish & Game | 1 |
| Activity Guide | 90 |
| Marshall Hospital | 2 |
| Online | 8 |
| Print Media | 7 |
| Return | 86 |
| School | 1 |
| Social Media | 3 |
| Teaches classes here | 1 |
| Word of mouth | 40 |

247



Combination Pass Analysis

As of February 9, 2016

Recreation Report - Attachment B

Combo Lake/Pool Passes

| | 2015 Actual Sales | | | GOAL: Early Bird Pricing (to 4/29) | | | ACTUAL: Through 4/29/16 | | TO MEET GOAL Through 4/29/16 | |
|---------------------------|-------------------|-----------|----------------|---------------------------------------|------------|---------------------|----------------------------|--------------------|---------------------------------|---------------------|
| | Price | # Sold | Revenue | Price | # Sold | Revenue | # Sold | Revenue | # to be sold | \$ to be collected |
| Resident Passes | | | | | | | | | | |
| Resident Family | \$ 265.00 | 16 | \$4,240 | \$ 129.00 | 98 | \$ 12,642.00 | 3 | \$ 387.00 | 95 | \$ 12,255.00 |
| Individual | \$ 145.00 | 1 | \$145 | \$ 50.00 | 14 | \$ 700.00 | 6 | \$ 300.00 | 8 | \$ 400.00 |
| Senior | \$ 105.00 | 6 | \$630 | \$ 40.00 | 31 | \$ 1,240.00 | 6 | \$ 240.00 | 25 | \$ 1,000.00 |
| Lake Res. Family | \$ 268.00 | 1 | \$268 | \$ 148.35 | 14 | \$ 2,076.90 | 0 | \$ - | 14 | \$ 2,076.90 |
| Lake Res. Senior | \$ 103.65 | 1 | \$104 | \$ 46.00 | 48 | \$ 2,208.00 | 1 | \$ 46.00 | 47 | \$ 2,162.00 |
| Lake Res. Individual | \$ 57.50 | 0 | \$0 | \$ 57.50 | 17 | \$ 977.50 | 1 | \$ 57.50 | 16 | \$ 920.00 |
| Non-Resident Family | \$ 340.00 | 1 | \$340 | \$ 129.00 | 12 | \$ 1,548.00 | 1 | \$ 129.00 | 11 | \$ 1,419.00 |
| Non-Resident Senior | \$ 140.00 | 0 | \$0 | \$ 40.00 | 0 | \$ - | 3 | \$ 120.00 | 3 | \$ 120.00 |
| Total Combo Passes | | 26 | \$5,727 | | 234 | \$ 21,392.40 | 21 | \$ 1,279.50 | 219 | \$ 20,112.90 |

the 10 spot

Healthy Snacks

Fighting the post-holiday, sugar-craving blues? Try choosing healthy snacks, including the 10 below—which come courtesy of Tamalisa Carlson, MPH, RD, at Marshall Medical Center—that'll keep you energized and ready for the year ahead!

1. Still using up holiday leftovers? Top **whole grain toast with a slice of turkey and smear of cranberry sauce.**
2. Make a vitamin-packed smoothie by **blending a fresh orange with a handful of frozen cranberries and white grape juice.** If you're extra hungry, add a half scoop of protein powder.
3. Keep bags of your favorite **raw veggies on hand to enjoy with your favorite dip.**



4. Make your own trail mix with **pumpkin seeds, toasted almonds and dried cranberries.**
5. Warm up with a **cup of vegetable-based soup and a few whole grain crackers.**
6. Try a new flavor of **Greek yogurt with fresh fruit** slices.
7. Make a batch of **pumpkin oatmeal muffins** to grab and go.
8. Enjoy a fresh **pear or berries with cottage cheese** for a sweet and creamy pick-me-up.
9. **Keep hard-cooked eggs** available to grab for a punch of protein.
10. Revisit a childhood favorite by **filling a celery stick with natural peanut butter and topping with fresh raisins.**

— Tamalisa Carlson, MPH, RD



FOR MORE HEALTHY SNACKS,
VISIT STYLEEDC.COM.

cameron park community services district Jump into January



Don't miss the annual **Winter Concert** series kicking off January 23 with the classic rock sounds of **On Air**. Performing the best of '70s and '80s groups like Chicago, Steely Dan, the Doobie Brothers, and Van Morrison—the group dips back to Motown and Styx and ahead to contemporary selections with a pleasing blend of soul, funk, jazz and swing that'll please the entire family. On March 12, a **Blues Brothers** tribute, **Briefcase Full of Blues**, takes place and will bring back memories of the hit movie, as they duplicate all aspects of the original's music and fun. The show has "grooved" audiences over the past 10 years with excitement and flair that has crowds singing, dancing and laughing. Advance, discounted tickets for both shows are available at the CSD office, Bel Air in Cameron Park or at showclix.com. Doors open at 6 p.m., and the concerts start at 7 p.m.; snacks and beverages will be sold.

Looking to keep that New Year's health resolution? Sign up for a **jazzercise, Zumba, yoga, belly fit or ballroom dance** class; younger ones can try **baby ballet, pre ballet/tap, taekwondo, gymnastics** or **hula**. Itching to learn a new skill this year? **CPR, hunter safety** and **first aid** classes are also available.

In addition to the classes above, mature adults can check out the **Tai Chi for Better Balance** class or play **bingo** on January 12 at 1 p.m. The **50+ Room** hosts a variety of activities, too, and is open Tuesdays and Thursdays from 10 a.m. to 2 p.m. There are varying happenings each week, so be sure to look online at the calendar. •

— Tina Helm

For a complete listing of all activities and events, visit cameronpark.org or call the Cameron Park Community Services District at 530-677-2231.

Get movin' and groovin' in the new year with the CSD

Cameron Park Community Services District
News release

January brings a new year and great events to the community.

The Cameron Park Community Services District's annual winter concert series kicks off with the classic rock of On Air on Saturday, Jan. 23. Solid rock music, tight harmony and white-hot horns characterize the On Air sound. No fewer than five members are vocalists, both lead and backup. They perform the best of 1970s and '80s groups like Chicago, Steely Dan, the Doobie Brothers and Van Morrison. The group dips back to Motown and Styx landmark hits and ahead to contemporary selections with a pleasing blend of soul and funk, jazz and swing, with just the right toss of tasty ballads. On Air is family friendly and a true crowd pleaser.

On Saturday, March 12, the concert will feature Briefcase Full of Blues — simply the best Blues Brothers tribute show on the planet. Purely authentic and the most realistic rendition of the legendary characters of Joliet Jake (John Belushi) and Elwood Blues (Dan Aykroyd), aka the Blues Brothers. The show brings back memories of the hit movie as they duplicate all aspects of the music and fun of the original Blues Brothers. The show has “grooved” audiences over the past 10 years with excitement and flair that has crowds singing, dancing and laughing.

Advance discounted tickets for both shows are available at the CPCSD office, Cameron Park Bel Air or online at Showclix.com. Doors open at 6 p.m. and the concerts start at 7 p.m. Snacks and beverages will be sold.

Come watch a movie. “Tomorrowland”

■ See **CSD**, page A4

A4

CSD

Continued from A3

will be shown on Friday, Jan. 29, at the Cameron Park Community Center. This event is sponsored by Friends of the Library. Doors open at 6 p.m. and the movie starts at 7 p.m. Bring a sleeping bag, chair and relax. Movie is \$3, which will include popcorn and a drink.

Looking to keep that New Year's resolution regarding your health? Try some of these classes: Jazzercise, Zumba, yoga, Belly Fit or ballroom dance. The younger ones can try Baby Ballet, pre ballet/tap, taekwondo, gymnastics or hula. The CSD has lots of new activities in the Winter/Spring Activity Guide available at the CSD office, the Cameron Park Library and at local businesses.

Mature adults can attend, in addition to the classes above, Tai Chi for Better Balance, Zumba Gold from a Chair and Chair

Based Yoga. Bingo sponsored by New West Haven, Nurse Next-Door and the Cameron Park CSD will be held at 1 p.m. on Tuesday, Jan. 12. The 50+ room hosts a variety of activities and is open Tuesdays and Thursdays from 10 a.m. to 2 p.m. There are different activities each week so be sure to look online at the mature adult calendar.

Premier World Discovery has a variety of trips. Some of the destinations are Cape Cod and the Islands, Prague and San Antonio. Kris Adams will discuss the trips at the community center at 10 a.m. on Thursday, Jan. 28.

CPR, first aid and hunter safety classes are also available. All of these activities, plus other programs and events, are listed at cameronpark.org. For more information call the CPCSD at (530) 677-

dent was so unique physically. I began to modify the poses so my students would find them more physically accessible and enjoyable. Focusing on the unique needs and capabilities

stand, this will be a great class for you. Launch the New Year with some yoga movement and see how much healthier you can be. The class is Get Moving! Through Chair-Based Yoga. FIRST CLASS

into the CSD office at 2502 Country Club Drive, Cameron Park or on line at www.cameronpark.org

2016 Lake & Pool Combo Passes

Don't miss out on this amazing price for a pass to BOTH the Community Center Pool and Cameron Park Lake! If purchased prior to April 30, 2016,

you will pay less for a combo pass than for either individual pass! Prices are as follows:

Discounts prior to April 30th

| | Cost | Savings | |
|----------------------|-------|----------|--------------|
| | | Resident | Non-Resident |
| Family Pass | \$129 | \$136 | \$211 |
| Individual Pass | \$50 | \$95 | \$145 |
| Senior Pass | \$40 | \$65 | \$100 |
| Addtl. Family Member | \$30 | - | - |

* A family is classified as 2 adults and up to 3 children living in the same household. Additional family members are children under the age of 18 only, not adults or adult children.



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

Concert Series

Sat, 1/23/16. Doors open at 6pm, music starts at 7pm. Cameron Park Community Center. 'On Air' Solid rock music, tight harmony and white hot horns characterize the On Air sound. No fewer than five members are vocalists, both lead and backup. They perform the best of '70s and '80s groups like Chicago, Steely Dan, the Doobie Brothers, and Van Morrison. On Air is family-friendly and a true crowd pleaser.



Reds, Whites & Jeweles

Sat, 2/6 11am-3pm. Cameron Park Community Center. Shop early for the perfect Valentine's Day gift, or a beautiful piece of jewelry for yourself!



Immerse yourself in an afternoon of wine & champagne tastings, food and jewelry.



Upcoming Classes

- Youth Ballet
- Yoga from a chair!
- Youth & Adult Guitar
- Health & Wellness
- Kids Sewing
- Ballroom Dance
- Adult Painting Parties
- Adult Basketball League

Cameron Park Community Services District

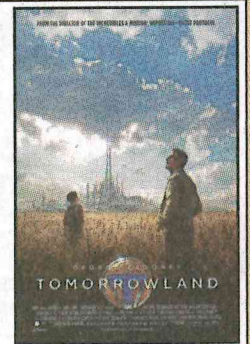
2502 Country Club Drive • Cameron Park

677-2231

Over 200 Classes! Instructor Opportunities Available
www.cameronpark.org

Family Movie Night

Fri 1/29 doors open at 6pm, movie starts at 7pm. Cameron Park Community Center. Join the Friends of the Library and the CSD to watch 'Tomorrowland' on our big screen! Admission includes a bag of popcorn & refreshments and is only \$3 – ages 2 and under are FREE! Wear your pajamas, bring your lawnchair and blanket and have a fun family night!





WINDFALL

www.TheWindfall.net • "Everyone Needs One" • 530-621-1698

Health & Beauty Tips
By Cassandra
See article on page 8

JANUARY 15



Join the Friends of the Library and the CSD for a late New Year's Kick Off!



FAMILY MOVIE NIGHT FRIDAY, JANUARY 29

TOMORROWLAND



Come in your pajamas and bring blankets, pillows and lawn chairs and make yourself cozy!

Fee includes a bag of popcorn, refreshments and a viewing of the movie "Tomorrowland" on our large indoor screen.

Fee is \$3 person-2 and under free

For more information call (530)677-2231 or visit our website at www.cameronpark.org

Doors open at 6pm - Movie starts at 7pm

Cameron Park Community Center, 2502 Country Club Dr., in Cameron Park



Cameron Park Community Services District
Proudly Presents

Cameron Park Concert Series



Classic Rock
Power Horns



Saturday, January 23, 2016

Doors open at 6 pm - Concert begins at 7 pm • 2502 Country Club Drive in Cameron Park
Solid rock music, tight harmony, and white hot horns characterize the On Air sound. No fewer than five members are vocalists, both lead and backup. They perform the best of '70s and '80s groups like Chicago, Steely Dan, the Doobie Brothers, and Van Morrison. On Air is family-friendly and a true crowd pleaser.

Pre-order tickets for \$15 each, 2 for \$28. Or buy tickets at the door for \$17 each. Tickets are available at District Office, Cameron Park, Bel Air, Shingle Springs/ Cameron Park Chamber of Commerce and online at www.showclix.com. Beverages and snacks will be sold by the Cameron Park Community Foundation.

For more information call (530) 677-2231 or visit www.cameronpark.org.



February, 2016

[Campaign Preview](#)

[HTML Source](#)

[Plain-Text Email](#)

[Details](#)



CAMERON PARK Community Services District



Upcoming Events:

Reds, Whites & Jewels
Saturday, Feb 6
11am - 4pm

Affair of the Heart
Thursday, Feb 18
4pm - 7pm

It's a Wedding Affair
Sunday, Feb. 21
10am - 3pm

**C.P. Fire Department
Crab Feed Fundraiser**
Saturday, Feb. 27
Doors open at 5pm



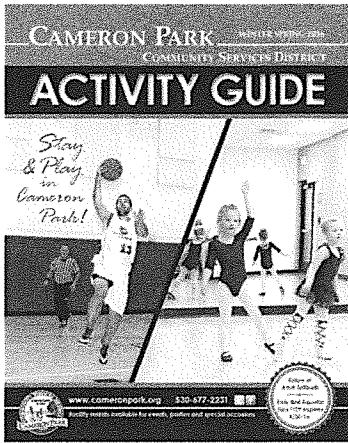
Reds, Whites & Jewels

Saturday, February 6

11am - 4pm

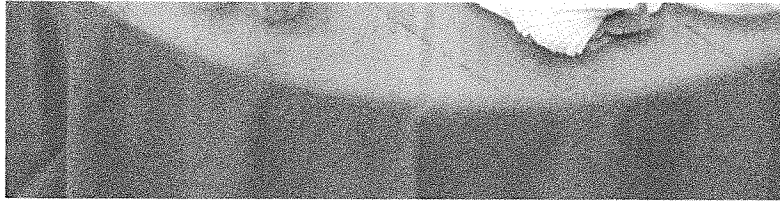
Cameron Park Community Center

Shop early for the perfect Valentine's Day gift, or just a beautiful and unique piece of jewelry for yourself! Come on down and immerse yourself in an afternoon of wine and champagne tastings, food and jewelry!



Classes available

- Nutrition
- Tai Chi
- Zumba
- Youth Flag Football
- Hula
- Tea Party
- Guitar
- Ballroom Dance
- Hunter Safety
- Adult Paint Parties



Affair of the Heart

Thursday, February 18

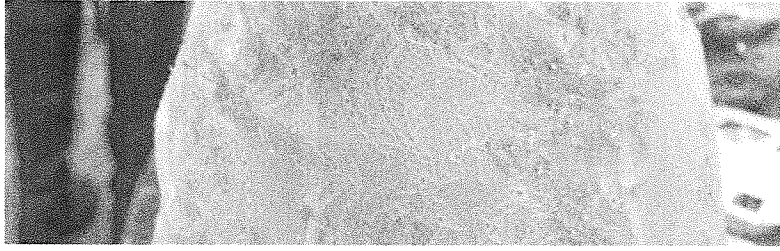
4-7pm

Community Center

Join Marshall Medical Center and the Cameron Park CSD for this year's Affair of the Heart. This **FREE** public health event focuses on heart health and includes guest speakers, health screenings, healthy food samplings, wine tastings, vendors and more!

****Carpooling is recommended****





It's a Wedding Affair!

Sunday, February 21

10am - 3pm

Community Center

Meet the area's most experienced wedding professionals and get every aspect of your wedding planned - all here in El Dorado County! There will be bridal gowns, florists, honeymoons, MC/DJs, party rentals, photographers, videographers, makeup experts, catering, dessert tastings and more! Brides can pre-register on our website, www.cameronpark.org for a chance to win giveaways from the vendors!

****FREE ADMISSION!****

Letter from the General Manager:

Updates

Invest in your summer fun! Don't forget the new Cameron Park Lake/Aquatics pool **combination passes**. Through April 30th, family combination passes are only \$129! Combination passes for individuals are available for \$50 and seniors \$40. Take advantage of this wonderful offer now as after April 30th the prices will increase to \$265 for families, \$145 for individuals and \$105 for seniors.

We are looking forward to the release of the new **Cameron Park map**! We especially want to thank **Roy Rezentes of Roy Rezentes Design** for his outstanding work on designing the map. It will be coming out in February and will show locations of key areas such as parks, schools, fire stations, library and more. This map will be available on the Cameron Park Community Services District (CPCSD) website www.cameronpark.org and in print copy. Visit the library, chamber of commerce office or the CPCSD office for your

copy!

El Dorado Disposal is offering valuable recycling tips in their Winter 2016 newsletter, including disposing of Christmas trees, tires and more. They also provide a list of what can and cannot be recycled. Check it out on their website www.eldoradodisposal.com.

If you are planning a **wedding**, the Cameron Park Community Center or the Cameron Park Lake are the perfect settings for weddings and large parties. Pictures and rental fees are available at the CPCSD office, (530) 677-2231, or on the website <http://www.cameronpark.org/rentals.html>.

Events

Affair of the Heart will be held at the Cameron Park Community Center on Thursday, February 18, 4:00 p.m. to 7:00 p.m. This focuses on everything you need to know about keeping your heart healthy. Marshall Medical Center, in partnership with CPCSD, will provide health screenings and local vendors will offer healthy food samplings, wine tastings and a little shopping and more. Learn about CPCSD's offerings on many health-related activities.

Weddings are also the theme of one of our events in February – **It's a Wedding Affair**, Sunday, February 21, 10:00 a.m. to 3:00 p.m., at the Cameron Park Community Center. This free showcase features every aspect of your wedding - bridal gowns, florists, honeymoon ideas, disc jockeys, photographers, caterers and more! Bring your whole wedding party to this fun and informative event. See the Activity Guide or the CPCSD website www.cameronpark.org for more information.

Support the **Cameron Park Fire Department** at their **Crab Feed**, Saturday, February 27, 5:00 p.m. to 11:00 p.m., at the Cameron Park Community Center. Tickets are \$45 each and may be purchased at Fire Station 89, 3200 Country Club Drive, Cameron Park. Tickets go fast! Music, raffle prizes and a silent auction will add to the enjoyment of this evening.

Classes and Programs

It's time for **tennis**! Youth tennis programs begin in February for all ages and are held at the Cameron Park Lake. Age-appropriate balls, racquets and court sizes are used in this program.

Check our Activity Guide and/or website www.cameronpark.org for details.

A **Babysitting Safety** class is offered monthly. This class is designed for teens aged 11-15 and covers leadership, caregiving, safety and first aid tips. To complement this, a **Babysitting CPR** class is also scheduled. Check our Activity Guide and/or website www.cameronpark.org for details.

If photography has always interested you, join the **El Dorado Camera Club**! They meet monthly on Thursday evenings at the Cameron Park Community Center and discuss a variety of interesting topics. The February meeting is scheduled for the 18th at 7:00 p.m. and will include a print competition with the theme of iconic photos of Placerville. The top

four pictures will be hung in the River City Bank for a year. Check our Activity Guide and/or website www.cameronpark.org for details.

The University of California Cooperative Extension (UCCE) Master Gardener Public Education classes are continuing. **Home Gardening with Native Plants** is scheduled for Wednesday, March 9th from 9:00 a.m. to noon. Learn to select appropriate native plants, minimize irrigation needs and garden in harmony with your local ecosystem. Check our Activity Guide and/or website www.cameronpark.org for details.

In February and April the CPCSD will be hosting a **speaker series**. **Mary Cory** from the **El Dorado County Museum** will present “**Touch the Past**” on Wednesday, February 24th at 10:00 a.m. She will present a series of short videos and discuss the agricultural history, logging history, railroads, the road to Tahoe, recreation and the gold rush. To reserve your spot for this, call the CPCSD office at (530) 677-2231.

Participate in the **Miss Teen Cameron Park** contest at the Summer Spectacular on June 25th. This is open to girls between the ages of 13 to 15 who reside in Cameron Park. Pick up an application at the CPCSD office. The application deadline is 5:00 p.m., April 4, 2016.

The **El Dorado County Senior Nutrition Program**, in cooperation with the **Food Bank of El Dorado County**, the **Mature Leadership Council** and the **CPCSD**, is offering hot lunches for senior citizens (aged 60+) at the CPCSD Community Center on Mondays and Fridays from 12:00 to 12:30 p.m. for a \$3 donation. Come and enjoy a delicious, nutritious lunch!

Visit our Facebook page, website (www.cameronpark.org) or contact us for more information at (530) 677-2231 or cpcsd@cameronpark.org.



Briefcase Full of Blues

Saturday, March 12

doors open at 6p, music starts at 7p

Community Center

Simply the BEST Blues Brothers tribute show on the planet!
Purely authentic and the most realistic rendition of the legendary
characters of Joliet Jake and Elwood Blues.

Advance tickets are \$15 each or 2 for \$28. \$17 at the door.
Tickets are available at Cameron Park Bel Air, SS/CP Chamber of
Commerce, CP District Office and online at www.showclix.com.



Our mailing address is:
2502 Country Club Drive
Cameron Park, CA 95682
530.677.2231
www.cameronpark.org

Want to change how you receive these emails?
You can [update your preferences](#) or [unsubscribe from this list](#)

February, 2016

Sent

Fri, Jan 29, 2016 4:33 pm

Table of contents

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| Advanced reports | 6 |

February, 2016

Sent 1/29/16 4:33PM

Overview

3,564 Recipients

List: CPCSD Newsletter 1

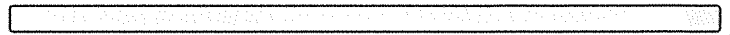
Delivered: Fri, Jan 29, 2016 4:33 pm

Subject: What's happening in Cameron Park in February!

Open rate **26.1%**



Click rate **0.5%**



List average **26.7%**

List average **0.7%**

928
Opened

18
Clicked

3
Bounced

5
Unsubscribed

Successful deliveries **3,561** 99.9%

Clicks per unique opens **1.9%**

Total opens **1,689**

Total clicks **27**

Last opened **2/10/16 7:58AM**

Last clicked **2/1/16 11:06AM**






Forwarded **0**

Abuse reports **2**

February, 2016

Sent 1/29/16 4:33PM

Opens by location

| Country | Opens | Percent |
|--|-------|---------|
|  USA | 1,576 | 99.4% |
|  Japan | 3 | 0.2% |
|  Netherlands | 3 | 0.2% |
|  Mexico | 2 | 0.1% |
|  Canada | 1 | 0.1% |

February, 2016

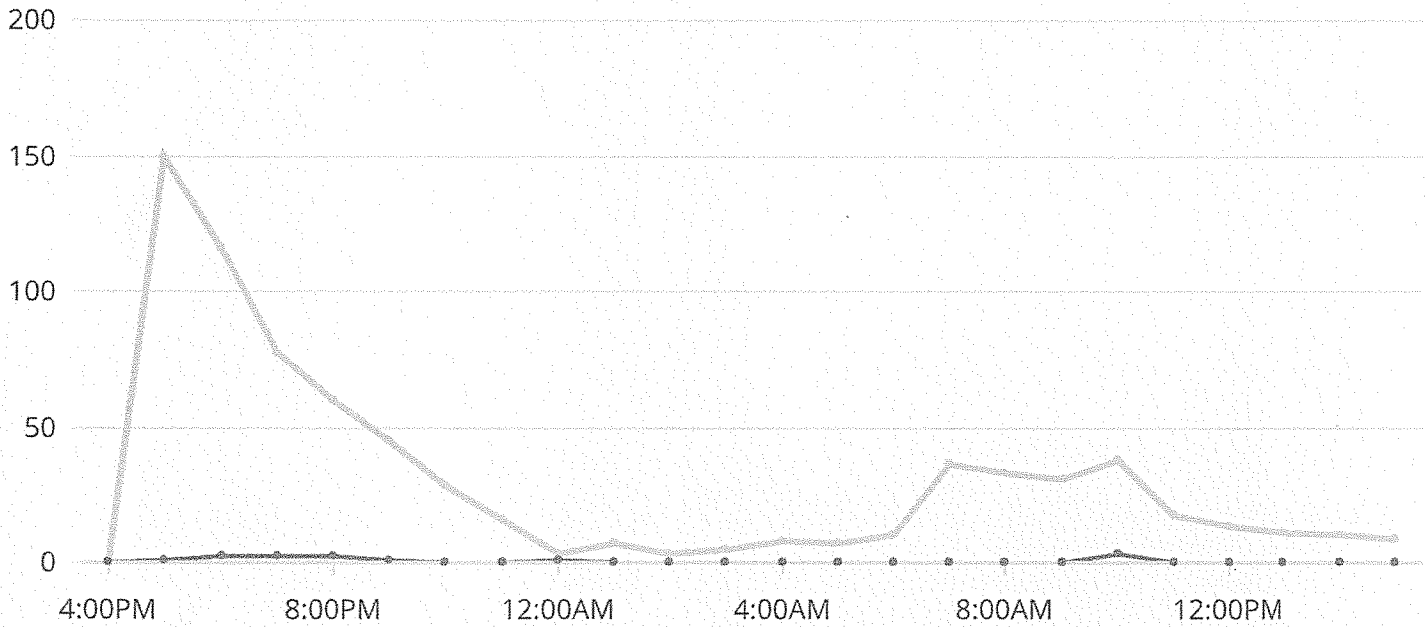
Sent 1/29/16 4:33PM

Subscriber activity

24-hour performance

Opens

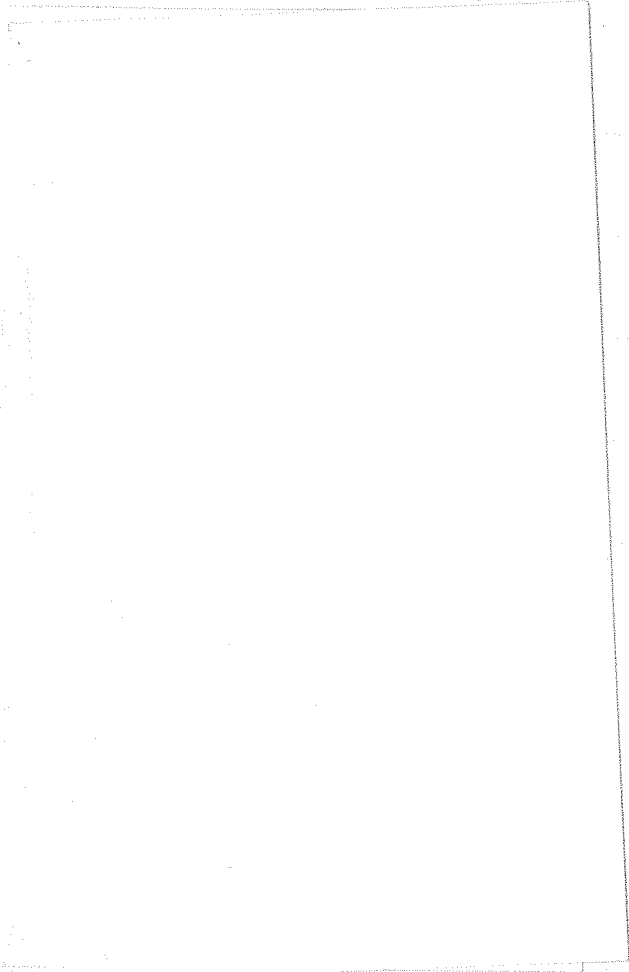
Clicks



Top links clicked

| | |
|---|----|
| http://www.cameronpark.org/ | 15 |
| http://www.eldoradodispoal.com/ | 11 |
| http://www.cameronpark.org/rentals.html | 1 |
| https://www.facebook.com/CPCSD/ | 0 |
| https://twitter.com/CameronParkCSD1 | 0 |

Subscribers with most opens



188

18

18

12

10

February, 2016

Sent 1/29/16 4:33PM

Click performance

| URL | Total | Unique |
|---|----------|----------|
| http://www.cameronpark.org/ | 15 (56%) | 11 (55%) |
| http://www.eldoradodispoal.com/ | 11 (41%) | 8 (40%) |
| http://www.cameronpark.org/rentals.html | 1 (4%) | 1 (5%) |
| https://www.facebook.com/CPCSD/ | 0 (0%) | 0 (0%) |
| https://twitter.com/CameronParkCSD1 | 0 (0%) | 0 (0%) |
| http://www.cameronpark.org | 0 (0%) | 0 (0%) |

| Referrer | Clicks | First click | Last click |
|--|--------|----------------|----------------|
| http://m.facebook.... | 4 | 1/29/16 5:09PM | 1/29/16 9:24PM |
| http://us8.campaig... archive1.com/? u=c4f729d07d6df9... | 3 | 1/29/16 7:34PM | 2/7/16 6:14PM |
| http://m.facebook.... | 2 | 1/29/16 7:34PM | 1/29/16 7:34PM |
| http://www.camer... | 2 | 2/7/16 6:13PM | 2/7/16 6:13PM |

February, 2016

Sent 1/29/16 4:33PM

Advanced reports

Email domain performance

| Domain | Email | Bounces | Opens | Clicks | Unsubs |
|---------------|-----------|---------|-----------|--------|--------|
| yahoo.com | 796 (22%) | 0 (0%) | 179 (22%) | 3 (0%) | 2 (0%) |
| gmail.com | 771 (22%) | 0 (0%) | 183 (24%) | 3 (0%) | 1 (0%) |
| sbcglobal.... | 521 (15%) | 0 (0%) | 153 (29%) | 2 (0%) | 0 (0%) |
| hotmail.co... | 326 (9%) | 0 (0%) | 81 (25%) | 1 (0%) | 1 (0%) |
| comcast.net | 252 (7%) | 0 (0%) | 79 (31%) | 1 (0%) | 1 (0%) |
| Other | 898 (25%) | 3 (0%) | 253 (28%) | 8 (1%) | 0 (0%) |

*Cameron Park
Community Services District*

Agenda Transmittal

DATE: February 17, 2016

FROM: J.R. Hichborn, Interim Parks Superintendent

AGENDA ITEM #2.D.: PARKS REPORT

RECOMMENDED ACTION: Receive, Review and Discuss

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

Parks Department

- Debris was removed and burned at Gateway Park
- Restrooms were painted at Cameron Park Lake
- Mainline repaired at Cameron Park Lake
 - Converted all of our Material Safety Data Sheets (MSDS) binders to Safety Data Sheets (SDS) binders
- Chipped all of the Christmas trees at Cameron Park Lake (738 trees)
- Annual Rasmussen field prep was completed (infield mix, dugout benches, foul ball netting)
- Replaced partition walls in Christa McAuliffe Park restrooms
- Replaced toilet in women's restroom at Christa McAuliffe Park
- Installed new pila cords at Christa McAuliffe Park's parking lot perimeter
- Fixed the gate at the small dog park at Hacienda Park
- Removed graffiti from Christa McAuliffe Park restrooms twice

LLADs

- Solar lights have been ordered for Northview
- Bermuda infield is turning green at David West Park

Community Center

- Locks were replaced on the Social Room door
- Gym floors have been taped to accommodate pickle ball
- Pool pump has been taken to the shop to be serviced

Vandalism

- Skate Park was completely covered in religious and satanic phrases and drawings. The writing was with chalk and we let the rain do the cleanup for us
 - Date 1/11/2016
 - Cost \$0
- The toilets in the restrooms at Christa McAuliffe Park were vandalized. Bark dirt and sticks were crammed in all four toilets. One of the women's toilets had to be replaced.
 - Date 1/18/2016
 - Cost \$370
- Men's interior restroom walls were vandalized with graffiti at Christa McAuliffe Park. 8
 - Date 1/23/2016
 - Cost \$150
- Slide at the Christa McAuliffe Park playground was smashed. It appears to be from a heavy rock.
 - Date 1/25/2016
 - Cost \$2,000
- Men's interior and exterior walls were vandalized with graffiti at Christa McAuliffe Park.
 - Date 2/2/2016
 - Cost \$350

Vandalism 2015/2016

| <u>Brief Description</u> | <u>Location</u> | <u>Date</u> | <u>Cost</u> |
|---|-------------------|-------------|----------------|
| Graffiti | Skate Park | 19-Sep | \$500 |
| Graffiti | Skate Park | 20-Aug | \$500 |
| Kiosk was broken into and water left on all weekend | Skate Park | 12-Sep | \$50 |
| Restrooms were destroyed (Dispensers & Partitions) | Christa McAuliffe | 7-Nov | \$1,750 |
| Restrooms were destroyed (Dispensers & Mirrors) | Christa McAuliffe | 9-Nov | \$375 |
| Soda Machine was broken into | Community Center | 28-Nov | - |
| Large boulders in bowl | Skate Park | 12-Dec | \$100 |
| Graffiti on men's restroom mirror | Christa McAuliffe | 26-Dec | \$25 |
| Religious and satanic chalk writing | Skate Park | 11-Jan | - |
| Toilets vandalized | Christa McAuliffe | 18-Jan | \$370 |
| Graffiti on interior restroom walls | Christa McAuliffe | 23-Jan | \$150 |
| Slide smashed | Christa McAuliffe | 25-Jan | \$2,000 |
| Interior and exterior restroom walls with graffiti | Christa McAuliffe | 2-Feb | \$350 |
| Total | | | <u>\$6,170</u> |

Cameron Park Community Services District

To: Cameron Park CSD Board of Directors
From: Finance Department
Re Item #3: January 2016 Year-to-Date (YTD) Financial Reports Narrative
Recommended Action: Receive and File

This report summarizes the General Fund's financial performance for the period of July 1, 2015 – January 31, 2016. The District is **58%** of the way through its fiscal year. All comparisons to Budget are to the adopted Final FY 2015-16 Budget.

REVENUES

Year to Date (YTD) revenues through January are \$2,402,018, 45% of the budgeted revenues for the year of \$5,344,894. The first property tax installment of the year arrived in December. The payment of \$1,848,773 is 4% higher than last year's first payment of \$1,781,036.

The District has received the second of its four quarterly franchise fee payments from Waste Connections. YTD fee payments received are \$79,972, 50% of budget.

Recreation revenues are \$177,297 YTD, 43% of budget. This includes \$92,439 in property tax receipts. Excluding property tax receipts, YTD revenues are 36% of budget. Recreation revenue is seasonal in nature, therefore a straight line comparison to budget is not applicable.

Community Center revenues are \$171,216 YTD, 53% of budget. Community Center revenue is also somewhat seasonal. Therefore, revenue of 53% of budget when the District is 58% through the fiscal year should be considered on budget.

EXPENDITURES

YTD expenditures through December are \$1,931,371, 34% of the budgeted expenses for the year of \$5,625,561. Excluding the expense of the District's agreement with CalFire, which is paid quarterly, expenses are at 52% of budget.

Expenditure line-items of note are:

- Salaries and Benefits are \$527,005 (57% of budget). In November the District paid the balance of the \$95k "catch up" CalPERS pension assessment for the year. This expense is budgeted.
- Computer Software is \$9,695 (76% of budget) due to the annual renewal of our Rec Trac (Recreation) and Fin Trac (Accounting) software. This item is on budget.
- Contractual Services is \$22,658 (68% of budget) due to temporary administrative support. This item should be on budget by year end.
- Insurance is \$61,479 (84% of budget) due to the District's annual insurance premium. This is a budgeted item.

Cameron Park Community Services District

- Legal Services is \$26,638 (89% of budget) due to unanticipated legal issues related to Fire.
- Maintenance – Tires & Tubes is \$7,997 (80% of budget) due to several purchases of tires during the month by the Fire department.
- Maintenance - Vehicles is \$22,246 (89% of budget) due to spending in Fire & Parks.
- Utilities – Water is \$29,549 (53% of budget) in line with budget.
- Utilities – Electric/Gas is \$86,805 (60% of budget) due to rate increases.

Summary: General Fund Balance
For the Years ended June 30, 2012 - June 30, 2016

| | 2011-12 | 2012-13 | 2013-14 | 2014-15 | YTD 2015-16 | 2015-16 |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| | General Fund | General Fund | General Fund | General Fund | General Fund | General Fund |
| | Actual | Actual | Actual | Actual | Actual | Budget |
| General Fund SUMMARY: | | | | | | |
| Beginning General Fund Balance 7/1 | \$2,533,743 | \$2,685,556 | \$3,151,485 | \$3,348,221 | \$3,714,366 | \$3,714,366 |
| Revenues | | | | | | |
| Property Taxes | 3,244,259 | 3,234,835 | 3,305,549 | 3,415,687 | 1,848,773 | 3,555,460 |
| Interest | 9,793 | 7,732 | 9,409 | 6,430 | 0 | 7,500 |
| Program Fees, Special Events, and Facility Rentals | 588,620 | 558,036 | 594,807 | 623,877 | 256,074 | 543,229 |
| Intergovernmental-JPA | 895,227 | 905,233 | 989,719 | 1,063,792 | 212,230 | 1,056,705 |
| Reimbursement (rebates), Grants, Accounting Fee | 51,550 | 7,034 | 171,433 | 4,302 | 0 | 0 |
| Franchise Fees | 152,517 | 156,704 | 160,778 | 163,396 | 79,972 | 160,000 |
| Other Income | 0 | 28,453 | 8,827 | 22,529 | 4,969 | 22,000 |
| Transfers in from Equipment Funds | 447,360 | 45,950 | | | 0 | 0 |
| Total revenues and other sources | 5,389,326 | 4,943,977 | 5,240,523 | 5,300,013 | 2,402,018 | 5,344,894 |
| Expenditures | | | | | | |
| Salaries and employee benefits | 787,657 | 775,239 | 677,367 | 743,939 | 527,005 | 922,667 |
| Cal Fire Personnel | 2,525,645 | 2,462,981 | 2,682,557 | 2,651,400 | 707,327 | 3,254,054 |
| Services and supplies | 1,227,866 | 1,220,001 | 1,435,496 | 1,448,948 | 690,817 | 1,397,538 |
| Capital Equipment | 53,985 | 38,877 | 248,367 | 89,581 | 6,223 | 51,301 |
| Fire Engines Lease & Purchase | 447,360 | 45,950 | | | 0 | 0 |
| Reserve for Capital Equipment | | | | | | 0 |
| Total expenditures | 5,042,513 | 4,543,048 | 5,043,787 | 4,933,868 | 1,931,371 | 5,625,560 |
| Net Surplus (deficit) | 346,813 | 400,929 | 196,736 | 366,145 | 470,647 | (280,666) |
| Contingency | | | | | | |
| Transfer out to Capital Projects | (130,000) | | | | | |
| Net Change in General Fund Balance | 216,813 | 400,929 | 196,736 | 366,145 | 470,647 | (280,666) |
| Reserves | | | | | | |
| Economic Uncertainty Reserve | (65,000) | 65,000 | | | | |
| Capital Replacement Reserve | | | | | 0 | 0 |
| Ending General Fund Balance 7/1 | \$2,685,556 | \$3,151,485 | \$3,348,221 | \$3,714,366 | \$4,185,013 | \$3,433,700 |
| Unreserved, undesignated | | | | | | |

Note: Source of 2010-11 through 2013-14 results are from the District's audited Financial Statements.

Note: 2014-15 results are unaudited.

Cameron Park Community Services District
General Fund, CCR Fund, Fire Training Fund, and Fire Prevention Fund Budgets
For Fiscal Year Ended June 30, 2016
Final Budget Adopted August 19, 2015

Budgets FY 2015-16

| General Fund: | Administration | Fire & JPA | Parks | Recreation | Community Center | FY 2015-16 Final Adopted Final General Fund Budget | FY 2015-16 CCR Fund Budget | FY 2015-16 Fire Training Fund Budget | FY 2015-16 Fire Prevention Fund Budget |
|------------------------------------|-----------------------|-----------------------|----------------|-------------------|-------------------------|---|---|---|---|
| Expenditures: | | | | | | | | | |
| Salaries - Permanent | 146,273 | 0 | 153,368 | 82,005 | 33,516 | 415,162 | 53,374 | 0 | 0 |
| Salaries - Seasonal/PT/Funded | 7,488 | 0 | 0 | 54,009 | 105,190 | 166,687 | 0 | 0 | 4,000 |
| Health - Retired | 23,515 | 91,673 | 0 | 0 | 0 | 115,188 | 0 | 0 | 0 |
| Health & Dental | 18,127 | 0 | 41,455 | 29,866 | 13,143 | 102,591 | 0 | 0 | 0 |
| Vision Insurance | 274 | 0 | 544 | 472 | 188 | 1,478 | 0 | 0 | 0 |
| Retirement Benefits (active) | 29,271 | 0 | 30,678 | 16,418 | 6,755 | 83,122 | 10,696 | 0 | 0 |
| Workers' Compensation | 820 | 1,394 | 2,460 | 1,476 | 1,640 | 7,790 | 300 | 0 | 0 |
| FICA/Medicare Contribution | 2,400 | 0 | 3,000 | 5,362 | 8,550 | 19,312 | 700 | 0 | 400 |
| UI/TT Contribution | 1,302 | 0 | 1,736 | 3,500 | 4,800 | 11,338 | 434 | 0 | 300 |
| Total salaries and benefits | 229,469 | 93,067 | 233,241 | 193,108 | 173,782 | 922,667 | 65,504 | 0 | 4,700 |
| Advertising/Marketing | 600 | 0 | 0 | 30,000 | 4,500 | 35,100 | 0 | 0 | 0 |
| Agency Administration Fee | 5,253 | 52,530 | 13,508 | 3,752 | 0 | 75,043 | 4,000 | 500 | 0 |
| Agriculture | 0 | 0 | 6,000 | 0 | 1,500 | 7,500 | 0 | 0 | 0 |
| Audit & Accounting | 20,000 | 5,000 | 0 | 0 | 0 | 25,000 | 1,000 | 0 | 0 |
| Bank Charge | 2,500 | 0 | 0 | 3,000 | 6,500 | 12,000 | 167 | 0 | 0 |
| Clothing/Uniform | 0 | 2,500 | 1,500 | 0 | 400 | 4,400 | 0 | 0 | 200 |
| Computer Software | 2,000 | 2,500 | 1,200 | 4,000 | 3,000 | 12,700 | 2,500 | 0 | 700 |
| Contractual Services - Plans | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,000 |
| Contractual Services | 33,280 | 25,000 | 32,500 | 0 | 91,720 | 182,500 | 0 | 0 | 0 |
| Contractual Services - Provider | 0 | 3,254,054 | 0 | 0 | 0 | 3,254,054 | 0 | 0 | 0 |
| Directors Compensation | 18,000 | 0 | 0 | 0 | 0 | 18,000 | 0 | 0 | 0 |
| EDC Department Agency | 800 | 800 | 800 | 800 | 0 | 3,200 | 900 | 0 | 0 |
| Educational Material | 300 | 0 | 0 | 0 | 500 | 800 | 0 | 2,000 | 2,500 |
| Elections | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Equipment-Minor/Small Tools | 500 | 2,000 | 10,000 | 500 | 5,000 | 18,000 | 100 | 2,000 | 250 |
| Deposit Refund | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Fire & Safety Supplies | 0 | 1,500 | 400 | 0 | 1,000 | 2,900 | 0 | 2,000 | 0 |
| Fire Prevention & Inspection | 0 | 21,000 | 0 | 0 | 0 | 21,000 | 0 | 0 | 0 |
| Personal Protective Equipment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Fire-Volunteer/Resident | 0 | 29,200 | 0 | 0 | 0 | 29,200 | 0 | 0 | 1,200 |
| Food | 700 | 1,000 | 300 | 3,800 | 300 | 6,100 | 100 | 500 | 0 |
| Fuel | 0 | 62,000 | 11,000 | 0 | 0 | 73,000 | 800 | 0 | 0 |
| Government Fees /Permits | 0 | 2,650 | 6,600 | 0 | 3,400 | 12,650 | 0 | 0 | 0 |
| Household Supplies | 0 | 6,000 | 6,000 | 0 | 8,000 | 20,000 | 0 | 0 | 0 |
| Instructors | 0 | 0 | 0 | 16,000 | 51,000 | 67,000 | 0 | 0 | 0 |
| Insurance | 3,000 | 28,000 | 22,000 | 8,500 | 11,500 | 73,000 | 2,000 | 0 | 0 |
| Legal Services | 30,000 | 0 | 0 | 0 | 0 | 30,000 | 20,000 | 0 | 0 |
| Maintenance - Buildings | 0 | 11,000 | 5,000 | 0 | 12,000 | 28,000 | 0 | 7,000 | 0 |
| Maintenance - Equipment | 1,000 | 25,000 | 10,000 | 1,500 | 10,000 | 47,500 | 400 | 2,000 | 0 |
| Maintenance - Grounds | 0 | 3,000 | 40,000 | 0 | 1,500 | 44,500 | 0 | 0 | 0 |
| Maintenance - Radios & Phones | 0 | 1,000 | 0 | 0 | 0 | 1,000 | 0 | 1,500 | 0 |
| Maintenance - Tires & Tubes | 0 | 10,000 | 0 | 0 | 0 | 10,000 | 300 | 0 | 0 |
| Maintenance - Vehicles | 0 | 20,000 | 5,000 | 0 | 0 | 25,000 | 500 | 0 | 0 |
| Medical Supplies | 0 | 0 | 0 | 0 | 200 | 200 | 0 | 0 | 0 |
| Memberships & Subscriptions | 7,000 | 850 | 500 | 225 | 0 | 8,575 | 0 | 0 | 500 |
| Mileage Reimbursement | 300 | 100 | 0 | 0 | 5,200 | 5,600 | 0 | 0 | 0 |
| Miscellaneous | 0 | 0 | 0 | 0 | 0 | 0 | 200 | 1,500 | 0 |
| Office Supplies | 2,500 | 4,000 | 1,150 | 900 | 1,800 | 10,350 | 800 | 1,000 | 0 |

Cameron Park Community Services District
 General Fund, CCR Fund, Fire Training Fund, and Fire Prevention Fund Budgets
 For Fiscal Year Ended June 30, 2016
 Final Budget Adopted August 19, 2015

Budgets FY 2015-16

| General Fund: | Administration | Fire & JPA | Parks | Recreation | Community Center | FY 2015-16 Final Adopted Final General Fund Budget | FY 2015-16 CC&R Fund Budget | FY 2015-16 Fire Training Fund Budget | FY 2015-16 Fire Prevention Fund Budget |
|------------------------------------|----------------|------------------|----------------|----------------|------------------|--|-----------------------------|--------------------------------------|--|
| Pool Chemicals | 0 | 0 | 30,000 | 0 | 35,000 | 65,000 | 0 | 0 | 0 |
| Postage | 1,000 | 500 | 0 | 400 | 0 | 1,900 | 450 | 0 | 500 |
| Printing | 300 | 350 | 500 | 0 | 200 | 1,350 | 0 | 2,000 | 250 |
| Professional Services | 42,500 | 4,200 | 13,400 | 5,000 | 6,000 | 71,100 | 600 | 1,500 | 0 |
| Program Supplies | 0 | 0 | 0 | 7,000 | 17,100 | 24,100 | 0 | 0 | 0 |
| Publications & Legal Notices | 400 | 250 | 0 | 0 | 0 | 650 | 200 | 0 | 300 |
| Radios | 0 | 500 | 0 | 0 | 0 | 500 | 0 | 1,000 | 0 |
| Refund - Activity | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rent/Lease - Buildings | 0 | 0 | 1,000 | 0 | 7,500 | 8,500 | 0 | 0 | 0 |
| Rent/Lease - Equipment | 0 | 0 | 1,500 | 70 | 0 | 1,570 | 0 | 0 | 0 |
| Staff Development | 4,200 | 5,000 | 3,000 | 1,500 | 500 | 14,200 | 0 | 0 | 1,250 |
| Telephone | 2,400 | 18,000 | 0 | 2,500 | 2,400 | 25,300 | 1,800 | 0 | 0 |
| Travel/Lodging | 1,000 | 1,000 | 0 | 0 | 0 | 2,000 | 0 | 0 | 250 |
| Tuition | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Utilities - Water | 0 | 12,000 | 28,000 | 0 | 15,750 | 55,750 | 0 | 0 | 0 |
| Utilities - Electricity / Gas | 0 | 27,000 | 40,000 | 0 | 78,300 | 145,300 | 0 | 0 | 0 |
| Vandalism | 0 | 0 | 1,000 | 0 | 0 | 1,000 | 0 | 0 | 0 |
| Summer Spectacular | 0 | 0 | 0 | 52,000 | 0 | 52,000 | 0 | 0 | 0 |
| Special Events Expense | 0 | 0 | 0 | 17,500 | 0 | 17,500 | 0 | 0 | 0 |
| Total services and supplies | 179,533 | 3,639,484 | 291,858 | 158,947 | 381,770 | 4,651,592 | 36,817 | 24,500 | 8,900 |
| Revenues: | | | | | | | | | |
| Property Tax | 248,882 | 2,488,822 | 639,983 | 177,773 | 0 | 3,555,460 | 82,140 | 0 | 0 |
| ARC / Fire Plan Review Fees | 0 | 0 | 0 | 0 | 0 | 0 | 12,000 | 0 | 13,600 |
| Interest | 7,500 | 0 | 0 | 0 | 0 | 7,500 | 500 | 0 | 0 |
| Recreation Program Revenues | 0 | 0 | 0 | 119,276 | 162,943 | 282,219 | 0 | 0 | 0 |
| Administration Process Fees | 7,000 | 0 | 0 | 0 | 0 | 7,000 | 0 | 0 | 0 |
| JPA Reimbursements | 0 | 1,056,705 | 0 | 0 | 0 | 1,056,705 | 0 | 0 | 0 |
| Grant Reimbursements | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Special Events | 0 | 0 | 0 | 24,500 | 0 | 24,500 | 0 | 0 | 0 |
| Facility Use Revenue | 0 | 0 | 0 | 24,500 | 160,010 | 184,510 | 0 | 0 | 0 |
| Summer Spectacular | 0 | 0 | 0 | 52,000 | 0 | 52,000 | 0 | 0 | 0 |
| Franchise Fees | 160,000 | 0 | 0 | 0 | 0 | 160,000 | 0 | 0 | 0 |
| Sponsorships | 0 | 0 | 0 | 15,000 | 0 | 15,000 | 0 | 0 | 0 |
| Training | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 14,000 | 0 |
| Fund Transfer: Fire Engines Lease | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total revenues | 423,382 | 3,545,527 | 639,983 | 413,049 | 322,953 | 5,344,894 | 94,640 | 14,000 | 13,600 |
| Expenditures: | | | | | | | | | |
| Capital Equipment | 0 | 18,500 | 20,000 | 0 | 12,801 | 51,301 | 0 | 0 | 0 |
| Salaries and employee benefits | 229,469 | 93,067 | 233,241 | 193,108 | 173,782 | 922,667 | 65,504 | 0 | 4,700 |
| Services and supplies | 179,533 | 3,639,484 | 291,858 | 158,947 | 381,770 | 4,651,592 | 36,817 | 24,500 | 8,900 |
| Equipment Replacement | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Fire Engines Lease | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Reserve for Capital Equipment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | 409,002 | 3,751,051 | 545,099 | 352,055 | 568,353 | 5,625,560 | 102,321 | 24,500 | 13,600 |
| Excess (deficit) | 14,380 | (205,524) | 94,884 | 60,994 | (245,400) | (280,666) | (7,681) | (10,500) | 0 |
| Contingency (from PY) | | | | | | 0 | | | |
| Transfers In/(Out) of General Fund | (14,380) | 205,524 | (94,884) | (60,994) | 245,400 | 280,666 | | | |
| Excess (deficit) | 0 | 0 | 0 | 0 | 0 | 0 | (7,681) | (10,500) | 0 |

**Cameron Park Community Services District - General Fund
Statement of Revenues & Expenditures - PRELIMINARY
through SEVEN months of the Year Ended June 30, 2016.**

58%

Current Year: FY 2015-16 YTD ACTUAL (PRELIMINARY)

| General Fund: | Administration | Fire & JPA | Parks | Recreation | Community Center | 01/31/16 Actual | FY 2015-16 General Fund Budget | Actual as % of Budget |
|--------------------------------------|-----------------------|-----------------------|----------------|-------------------|-------------------------|------------------------|---------------------------------------|------------------------------|
| Expenditures: | | | | | | | | |
| 5000 Salaries - Permanent | \$83,556 | \$0 | \$102,979 | \$42,093 | \$0 | \$228,628 | \$415,162 | 55% |
| 5010 Salaries - Seasonal/PT/Funded | 17,931 | 0 | 1,486 | 19,437 | 46,278 | 85,131 | 166,687 | 51% |
| 5135 Health - Retired | 12,664 | 56,530 | 3,350 | 0 | 0 | 72,544 | 115,188 | 63% |
| 5130 Health & Dental Insurance | 8,960 | 0 | 12,946 | 9,678 | 2,007 | 33,591 | 102,591 | 33% |
| 5140 Vision Insurance | 204 | 0 | 388 | 250 | 0 | 842 | 1,478 | 57% |
| 5150 Retirement Benefits (active) | 29,801 | 0 | 32,245 | 17,758 | 7,784 | 87,587 | 83,122 | 105% |
| 5160 Workers' Compensation | 412 | 700 | 1,236 | 741 | 824 | 3,913 | 7,790 | 50% |
| 5180 FICA/Medicare Contribution | 1,732 | 0 | 1,529 | 2,024 | 3,518 | 8,803 | 19,312 | 46% |
| 5190 UI/TT Contribution | 404 | 0 | 0 | 1,822 | 3,740 | 5,966 | 11,338 | 53% |
| Total salaries and benefits | 155,664 | 57,230 | 156,158 | 93,803 | 64,150 | 527,005 | 922,668 | 57% |
| 5209 Advertising/Marketing | 156 | 0 | 0 | 21,024 | 1,301 | 22,481 | 35,100 | 64% |
| 5210 Agency Administration Fee | 0 | 0 | 0 | 0 | 0 | 0 | 75,043 | 0% |
| 5215 Agriculture | 0 | 0 | 1,440 | 0 | 150 | 1,590 | 7,500 | 21% |
| 5220 Audit & Accounting | 945 | 0 | 0 | 0 | 0 | 945 | 25,000 | 4% |
| 5221 Bank Charges | (673) | 0 | 0 | 2,131 | 4,495 | 5,953 | 12,000 | 50% |
| 5230 Clothing/Uniforms | 0 | (580) | 568 | 0 | 268 | 256 | 4,400 | 6% |
| 5231 Computer Software | 1,527 | 1,110 | 710 | 3,174 | 3,174 | 9,695 | 12,700 | 76% |
| 5240 Contractual Services - other | 22,658 | 0 | 0 | 0 | 0 | 22,658 | 33,280 | 68% |
| 5235 Contractual Services | 0 | 7,806 | 45,466 | 4,862 | 48,155 | 106,289 | 149,220 | 71% |
| 5236 Contractual Services - Provider | 0 | 707,327 | 0 | 0 | 0 | 707,327 | 3,254,054 | 22% |
| 5250 Directors Compensation | 6,600 | 0 | 0 | 0 | 0 | 6,600 | 18,000 | 37% |
| 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 Tools | 0 | 693 | 1,609 | 0 | 1,190 | 3,491 | 18,000 | 19% |
| 5282 Deposit Refund | 0 | 0 | 0 | 0 | 0 | 0 | 0 | no budget |
| 5285 Fire & Safety Supplies | 0 | 437 | 0 | 0 | 187 | 624 | 2,900 | 22% |
| 5295 Fire Turnouts | 0 | 4,320 | 0 | 0 | 0 | 4,320 | 21,000 | 21% |
| 5296 Fire-Volunteer/Resident | 0 | 8,400 | 0 | 0 | 0 | 8,400 | 29,200 | 29% |
| 5300 Food | 589 | 226 | 275 | 310 | 298 | 1,697 | 6,100 | 28% |
| 5305 Fuel | 0 | 22,662 | 2,685 | 0 | 0 | 25,347 | 73,000 | 35% |
| 5310 Government Fees/Permits | 0 | 1,496 | 1,218 | 0 | 1,995 | 4,710 | 12,650 | 37% |
| 5315 Household Supplies | 0 | 1,980 | 2,179 | 0 | 7,081 | 11,240 | 20,000 | 56% |
| 5316 Instructors | 0 | 0 | 0 | 11,436 | 25,959 | 37,396 | 67,000 | 56% |
| 5320 Insurance | 2,499 | 23,997 | 18,116 | 6,872 | 9,995 | 61,479 | 73,000 | 84% |
| 5335 Legal Services | 17,840 | 7,378 | 0 | 820 | 600 | 26,638 | 30,000 | 89% |
| 5345 Maintenance - Buildings | 0 | 1,813 | 5,527 | 0 | 6,297 | 13,637 | 28,000 | 49% |
| 5350 Maintenance - Equipment | 213 | 6,841 | 8,549 | 277 | 8,180 | 24,059 | 47,500 | 51% |
| 5355 Maintenance - Grounds | 463 | 805 | 20,528 | 0 | 2,633 | 24,429 | 44,500 | 55% |
| 5360 Maintenance - Radios & Phones | 0 | 1,923 | 0 | 0 | 0 | 1,923 | 1,000 | 192% |
| 5365 Maintenance - Tires & Tubes | 0 | 7,997 | 0 | 0 | 0 | 7,997 | 10,000 | 80% |
| 5370 Maintenance - Vehicles | 0 | 12,641 | 9,290 | 0 | 315 | 22,246 | 25,000 | 89% |
| 5375 Medical Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 200 | 0% |
| 5380 Memberships & Subscriptions | 7,043 | 0 | 108 | 185 | 0 | 7,336 | 8,575 | 86% |
| 5385 Mileage Reimbursement | 0 | 0 | 0 | 0 | 340 | 340 | 5,600 | 6% |
| 5395 Miscellaneous | 0 | 0 | 595 | 0 | 0 | 595 | 0 | no budget |
| 5400 Office Supplies | 2,067 | 2,072 | 394 | 382 | 677 | 5,592 | 10,350 | 54% |

**Cameron Park Community Services District - General Fund
Statement of Revenues & Expenditures - PRELIMINARY
through SEVEN months of the Year Ended June 30, 2016.**

58%

Current Year: FY 2015-16 YTD ACTUAL (PRELIMINARY)

| General Fund: | | Administration | Fire & JPA | Parks | Recreation | Community Center | 01/31/16 Actual | FY 2015-16 General Fund Budget | Actual as % of Budget |
|---|--------------------------------|-----------------------|-----------------------|-------------------|-------------------|-------------------------|------------------------|---------------------------------------|------------------------------|
| 5405 | Pool Chemicals | 0 | 0 | 14,594 | 0 | 7,900 | 22,495 | 65,000 | 35% |
| 5410 | Postage | 294 | 0 | 0 | 319 | 103 | 716 | 1,900 | 38% |
| 5415 | Printing | 12 | 85 | 176 | 270 | 0 | 543 | 1,350 | 40% |
| 5420 | Professional Services | 21,365 | 1,287 | 11,722 | 1,885 | 5,087 | 41,345 | 71,100 | 58% |
| 5421 | Program Supplies | 0 | 0 | 0 | 4,715 | 8,075 | 12,790 | 24,100 | 53% |
| 5425 | Publications & Legal Notices | 418 | 0 | 0 | 0 | 0 | 418 | 650 | 64% |
| 5430 | Radios | 0 | 0 | 0 | 0 | 0 | 0 | 500 | 0% |
| 5431 | Refund-Activity | 0 | 0 | 0 | 0 | 0 | 0 | 0 | no budget |
| 5435 | Rent/Lease - Buildings | 153 | 0 | 0 | 0 | 0 | 153 | 7,570 | 2% |
| 5440 | Rent/Lease - Equipment | 0 | 0 | 157 | 172 | 0 | 329 | 1,000 | 33% |
| 5455 | Staff Development | 60 | 612 | 235 | 60 | 0 | 967 | 12,700 | 8% |
| 5470 | Telephone | 3,262 | 6,286 | 457 | 1,178 | 1,816 | 12,998 | 28,300 | 46% |
| 5480 | Travel/Lodging | 0 | 103 | 0 | 0 | 0 | 103 | 2,000 | 5% |
| 5490 | Utilities - Water | 0 | 3,857 | 17,276 | 0 | 8,417 | 29,549 | 55,750 | 53% |
| 5492 | Utilities - Electricity / Gas | 0 | 16,822 | 21,890 | 0 | 48,093 | 86,805 | 145,300 | 60% |
| 5500 | Vandalism | 0 | 0 | 1,759 | 0 | 0 | 1,759 | 1,000 | 176% |
| 5466 | Summer Spectacular | 0 | 0 | 0 | 16 | 0 | 16 | 52,000 | 0% |
| 5465 | Special Events Expense | 0 | 0 | 0 | 3,334 | 0 | 3,334 | 17,500 | 19% |
| Total services and supplies | | 89,248 | 853,411 | 188,401 | 64,301 | 202,782 | 1,398,143 | 4,651,592 | 30% |
| Revenues: | | | | | | | | | |
| | Property Tax | 129,414 | 1,294,141 | 332,779 | 92,439 | 0 | 1,848,773 | 3,555,460 | 52% |
| | Interest | 0 | 0 | 0 | 0 | 0 | 0 | 7,500 | 0% |
| | Recreation Program Revenue | 0 | 0 | 0 | 81,203 | 73,742 | 154,945 | 282,219 | 55% |
| | Administration Process Fees | 0 | 0 | 0 | 0 | 0 | 0 | 7,000 | 0% |
| | JPA Reimbursements | 0 | 212,230 | 0 | 0 | 0 | 212,230 | 1,056,705 | 20% |
| | Grant Reimbursement | 0 | 0 | 0 | 0 | 0 | 0 | 24,500 | 0% |
| | Facility Use Revenue | 0 | 0 | 0 | 3,655 | 97,474 | 101,129 | 184,510 | 55% |
| | Special Events | 0 | 0 | 0 | 0 | 0 | 0 | 52,000 | 0% |
| | Franchise Fees | 79,972 | 0 | 0 | 0 | 0 | 79,972 | 160,000 | 50% |
| | Other Income | 4,969 | 0 | 0 | 0 | 0 | 4,969 | 0 | no budget |
| | Sponsorships | 0 | 0 | 0 | 0 | 0 | 0 | 15,000 | 0% |
| | Fire Engines Lease & Purchase | 0 | 0 | 0 | 0 | 0 | 0 | 0 | no budget |
| Total revenues | | 214,355 | 1,506,371 | 332,779 | 177,297 | 171,216 | 2,402,018 | 5,344,894 | 45% |
| Expenditures: | | | | | | | | | |
| | Salaries and employee benefits | 155,664 | 57,230 | 156,158 | 93,803 | 64,150 | 527,005 | 922,668 | 57% |
| | Services and supplies | 89,248 | 853,411 | 188,401 | 64,301 | 202,782 | 1,398,143 | 4,651,592 | 30% |
| | Capital Equipment | 0 | 0 | 45 | 0 | 6,178 | 6,223 | 51,301 | 12% |
| | Fire Engines Lease | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| | Reserve for Capital Equipment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Total expenditures | | 244,912 | 910,641 | 344,604 | 158,104 | 273,110 | 1,931,371 | 5,625,561 | 34% |
| Excess (deficit) | | (\$30,557) | \$595,731 | (\$11,825) | \$19,193 | (\$101,894) | \$470,647 | (\$280,667) | |
| Contingency | | | | | | | | | |
| Transfers In/(Out) of General Fund | | | | | | | | \$280,667 | |
| Excess (deficit) | | (\$30,557) | \$595,731 | (\$11,825) | \$19,193 | (\$101,894) | \$470,647 | \$0 | |

Cameron Park Community Service District - Administration
Statement of Revenues & Expenditures - PRELIMINARY
For the Year ended June 30, 2016; Compared to Prior Fiscal Years ended June 30, 2013-2015 and the Annual Budget for FY 2015-16

| Administration | Actual FY 2012-13 | Actual FY 2013-14 | Actual FY 2014-15 | YTD as of 1/31/2015 | MTD as of 1/31/2015 | YTD as of 1/31/2016 | MTD as of 1/31/2016 | Annual Budget FY 2015-16 | YTD Actual as % of Budget |
|---|----------------------|----------------------|----------------------|------------------------|------------------------|------------------------|------------------------|--------------------------------|------------------------------------|
| Revenues: | | | | | | | | | |
| 4110 Property Tax | \$226,439 | \$227,540 | \$239,099 | \$124,673 | \$124,673 | \$129,414 | \$0 | \$248,882 | 52% |
| 4113 Franchise Fees | 156,704 | 160,778 | 163,396 | 79,339 | 34,175 | 79,972 | 34,259 | 160,000 | 50% |
| 4115 Admin. Fee | 7,000 | 7,500 | 7,500 | 0 | 0 | 0 | 0 | 7,000 | 0% |
| 4400 Reimbursement | 29 | 4,546 | 9,728 | 5,144 | 0 | 4,969 | 0 | 0 | -% |
| 4505 Interest | 7,732 | 8,807 | 6,430 | 0 | 0 | 0 | 0 | 7,500 | 0% |
| 4600 Other Income | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| Total revenues | 397,909 | 409,172 | 426,152 | 209,155 | 158,847 | 214,355 | 34,259 | 423,382 | 51% |
| Expenditures: | | | | | | | | | |
| 5000 Salaries - Permanent | 141,704 | 98,137 | 138,389 | 75,431 | 16,670 | 83,556 | 11,341 | 146,273 | 57% |
| 5010 Salaries - Seasonal/PT funded | 13,172 | 12,003 | 7,799 | 4,500 | 810 | 17,931 | 2,841 | 7,488 | 239% |
| 5135 Health - Retired | 21,206 | 25,333 | 22,380 | 11,011 | 1,295 | 12,664 | 2,592 | 23,515 | 54% |
| 5130 Health & Dental Insurance | 14,338 | 9,276 | 12,313 | 4,550 | 838 | 8,960 | 1,745 | 18,127 | 49% |
| 5140 Vision Insurance | 278 | 187 | 183 | 107 | 27 | 204 | 51 | 274 | 74% |
| 5150 Retirement Benefits (active) | 28,678 | 20,599 | 27,830 | 11,559 | 1,374 | 29,801 | 2,012 | 29,271 | 102% |
| 5160 Workers' Compensation | 352 | 550 | 659 | 330 | 0 | 412 | 0 | 820 | 50% |
| 5180 FICA/Medicare Contribution | 2,999 | 2,302 | 2,392 | 2,421 | 382 | 1,732 | 279 | 2,400 | 72% |
| 5190 UI/TT Contribution | 1,382 | 963 | 1,732 | 379 | 0 | 404 | 404 | 1,302 | 31% |
| Salaries & benefits | 224,109 | 169,350 | 213,675 | 110,287 | 21,396 | 155,664 | 21,265 | 229,469 | 68% |
| 5209 Advertising/Marketing | 351 | 582 | 2,636 | 2,636 | 0 | 156 | 0 | 600 | 26% |
| 5210 Agency Administration Fee | 5,985 | 4,314 | 3,363 | 0 | 0 | 0 | 0 | 5,253 | 0% |
| 5215 Agriculture | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5220 Audit & Accounting | 5,539 | 26,358 | 16,800 | 900 | 900 | 945 | 0 | 20,000 | 5% |
| 5221 Bank Charges | 2,709 | 2,455 | 1,807 | (420) | 0 | (673) | 0 | 2,500 | -27% |
| 5230 Clothing/Uniforms | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5231 Computer Software | 1,512 | 2,021 | 4,564 | 1,619 | 152 | 1,527 | 689 | 2,000 | 76% |
| 5235 Contractual Services - Other | 11,960 | 129,701 | 51,879 | 34,052 | 4,476 | 22,658 | 1,159 | 33,280 | 68% |
| 5240 Temporary Help Contractual Service | 4,637 | 27,365 | 3,500 | 0 | 0 | 0 | 0 | 0 | -% |
| 5250 Director Comp | 0 | 0 | 6,600 | 900 | 900 | 6,600 | 900 | 18,000 | 37% |
| 5260 EDC Department Agency | 835 | 842 | 749 | 749 | 0 | 1,760 | 0 | 800 | 220% |
| 5265 Educational Material | 0 | 0 | 138 | 30 | 0 | 0 | 0 | 300 | 0% |
| 5270 Elections | 1,500 | 0 | 9,727 | 9,727 | 9,727 | 0 | 0 | 0 | -% |
| 5275 Equipment-Minor/Small | 0 | 173 | 3,949 | 0 | 0 | 0 | 0 | 500 | 0% |
| 5300 Food | 683 | 951 | 875 | 421 | 119 | 589 | 146 | 700 | 84% |
| 5305 Fuel | 0 | 1,138 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5310 Government Fees/Permits | 0 | 53 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5315 Household Supplies | 0 | 0 | 23 | 0 | 0 | 0 | 0 | 0 | -% |
| 5320 Insurance | 2,997 | 2,619 | 2,833 | 2,783 | 0 | 2,499 | 0 | 3,000 | 83% |
| 5335 Legal Services | 32,710 | 40,680 | 39,038 | 18,400 | (1,060) | 17,840 | 11,300 | 30,000 | 59% |
| 5340 Maintenance - Vehicle Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5345 Maintenance - Buildings | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5350 Maintenance - Equipment | 966 | 1,282 | 609 | 301 | 79 | 213 | 56 | 1,000 | 21% |
| 5355 Maintenance - Grounds | 0 | 0 | 0 | 0 | 0 | 463 | 0 | 0 | -% |
| 5360 Maintenance - Radios & Phones | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5365 Maintenance - Tires & Tubes | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5370 Maintenance - Vehicles | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5375 Medical Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |

Cameron Park Community Service District - Administration
Statement of Revenues & Expenditures - PRELIMINARY
For the Year ended June 30, 2016; Compared to Prior Fiscal Years ended June 30, 2013-2015 and the Annual Budget for FY 2015-16

| | Actual | Actual | Actual | YTD as of | MTD as of | YTD as of | MTD as of | Annual | YTD |
|---|-----------------|-------------------|-----------------|-----------------|------------------|-------------------|-------------------|-------------------|------------|
| Administration | FY 2012-13 | FY 2013-14 | FY 2014-15 | 1/31/2015 | 1/31/2015 | 1/31/2016 | 1/31/2016 | Budget | Actual |
| | | | | | | | | FY 2015-16 | as % of |
| | | | | | | | | | Budget |
| 5380 Memberships & Subscriptions | 5,453 | 5,881 | 6,666 | 6,666 | 175 | 7,043 | 6,201 | 7,000 | 101% |
| 5385 Mileage Reimbursement | 0 | 0 | 209 | 0 | 0 | 0 | 0 | 300 | 0% |
| 5395 Miscellaneous | 70 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5400 Office Supplies | 4,026 | 2,494 | 2,413 | 1,714 | 326 | 2,067 | 128 | 2,500 | 83% |
| 5410 Postage | 744 | 766 | 882 | 392 | 196 | 294 | 0 | 1,000 | 29% |
| 5415 Printing | 358 | 99 | 341 | 178 | 133 | 12 | 0 | 300 | 4% |
| 5420 Professional Services | 8,594 | 1,144 | 27,071 | 2,077 | 1,593 | 21,365 | 2,464 | 42,500 | 50% |
| 5425 Publications & Legal Notices | 14 | 288 | 493 | 307 | 155 | 418 | 0 | 400 | 104% |
| 5435 Rent/Lease - Buildings | 0 | 0 | 15 | 15 | 0 | 153 | 0 | 0 | -% |
| 5440 Rent/Lease - Equipment | 0 | 38 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5455 Staff Development | 217 | 139 | 3,494 | 1,090 | 1,090 | 60 | 50 | 4,200 | 1% |
| 5470 Telephone | 1,584 | 2,216 | 2,724 | 1,353 | 448 | 3,262 | 1,241 | 2,400 | 136% |
| 5480 Travel/Lodging | 0 | 0 | 595 | 0 | 0 | 0 | 0 | 1,000 | 0% |
| 5486 Tuition | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5490 Utilities - Water | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5492 Utilities - Electricity / Gas | 90 | 20 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5625 Capital Equipment | 17,031 | 8,170 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| Total services & supplies | 110,565 | 261,790 | 193,990 | 85,889 | 19,408 | 89,248 | 24,334 | 179,533 | 50% |
| Salaries & benefits | 224,109 | 169,350 | 213,675 | 110,287 | 21,396 | 155,664 | 21,265 | 229,469 | 68% |
| Total expenditures | 334,674 | 431,140 | 407,666 | 196,176 | 40,804 | 244,912 | 45,599 | 409,002 | 60% |
| Total revenues | 397,909 | 409,172 | 426,152 | 209,155 | 158,847 | 214,355 | 34,259 | 423,382 | 51% |
| Surplus/(deficit) | \$63,235 | (\$21,968) | \$18,486 | \$12,979 | \$118,043 | (\$30,557) | (\$11,339) | \$14,380 | |
| Transfers In/(Out) of General Fund | | | | | | | | (\$14,380) | |

**Cameron Park Community Services District - Fire
Statement of Revenues & Expenditures - PRELIMINARY
For the Year ended June 30, 2016; Compared to Prior Fiscal Years ended June 30, 2013-2015 and the Annual Budget for FY 2015-16**

| Fire | Actual FY 2012-13 | Actual FY 2013-14 | Actual FY 2014-15 | YTD as of 1/31/2015 | MTD as of 1/31/2015 | YTD as of 1/31/2016 | MTD as of 1/31/2016 | Annual Budget FY 2015-16 | YTD Actual as % of Budget |
|--|----------------------|----------------------|----------------------|------------------------|------------------------|------------------------|------------------------|--------------------------------|------------------------------------|
| Revenues: | | | | | | | | | |
| 4110 Property Tax | \$2,264,383 | \$2,275,403 | \$2,390,981 | \$1,246,725 | \$1,246,725 | \$1,294,141 | \$0 | \$2,488,822 | 52% |
| 4260 JPA Reimbursement | 905,228 | 989,719 | 1,063,792 | 0 | 0 | 212,230 | 0 | 1,056,705 | 20% |
| 4320 Grant Reimbursement | 0 | 162,787 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 4415 Fire Equipment Fund Reimbursement | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 4400 Reimbursement Engines | 0 | 4,280 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 4165 Fire Engine Lease | 0 | 45,950 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| Total revenues | 3,169,611 | 3,478,139 | 3,454,774 | 1,246,725 | 1,246,725 | 1,506,371 | 0 | 3,545,527 | 42% |
| Expenditures: | | | | | | | | | |
| 5000 Salaries - Permanent | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5010 Salaries - Seasonal/PT funded | 8,680 | 5,572 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5135 Health - Retired | 52,215 | 46,647 | 41,557 | 19,230 | 3,984 | 56,530 | 3,694 | 91,673 | 62% |
| 5160 Workers' Compensation | 1,005 | 935 | 1,120 | 560 | 0 | 700 | 0 | 1,394 | 50% |
| 5180 FICA/Medicare Contribution | 664 | 426 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5190 UI/TT Contribution | 310 | 54 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| Salaries & benefits | 62,874 | 53,634 | 42,677 | 19,790 | 3,984 | 57,230 | 3,694 | 93,067 | 61% |
| 5209 Advertising/Marketing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5210 Agency Administration Fee | 59,850 | 43,145 | 33,625 | 0 | 0 | 0 | 0 | 52,530 | 0% |
| 5215 Agriculture | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5220 Audit & Accounting | 5,000 | 5,000 | 5,000 | 0 | 0 | 0 | 0 | 5,000 | 0% |
| 5221 Bank Charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5230 Clothing/Uniforms | 2,543 | 3,000 | 2,920 | 432 | 22 | (580) | 0 | 2,500 | -23% |
| 5231 Computer Software | 4,667 | 1,344 | 1,010 | 690 | 0 | 1,110 | 0 | 2,500 | 44% |
| 5235 Contractual Services - Other | 13,630 | 25,739 | 27,341 | 1,296 | 0 | 7,806 | 5,715 | 25,000 | 31% |
| 5236 Contractual Services - Provider | 2,451,021 | 2,666,439 | 2,651,400 | 588,694 | 0 | 707,327 | 0 | 3,254,054 | 22% |
| 5250 Director Comp | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5260 EDC Department Agency | 835 | 842 | 749 | 749 | 0 | 880 | 0 | 800 | 110% |
| 5265 Educational Material | 196 | 57 | 0 | 0 | 0 | 2,136 | 0 | 0 | -% |
| 5270 Elections | 1,500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5275 Equipment-Minor/Small | 2,276 | 1,954 | 2,041 | 409 | 250 | 693 | 140 | 2,000 | 35% |
| 5285 Fire & Safety Supplies | 423 | 3,000 | 1,561 | 1,497 | 0 | 437 | 307 | 1,500 | 29% |
| 5295 Fire Turnouts | 13,967 | 18,632 | 18,318 | 2,560 | 2,176 | 4,320 | 0 | 21,000 | 21% |
| 5296 Fire-Volunteer/Resident | 24,375 | 21,480 | 16,785 | 10,945 | 2,360 | 8,400 | 1,280 | 29,200 | 29% |
| 5300 Food | 540 | 1,582 | 720 | 589 | 0 | 226 | 0 | 1,000 | 23% |
| 5305 Fuel | 63,088 | 70,377 | 53,635 | 31,211 | 7,009 | 22,662 | 3,692 | 62,000 | 37% |
| 5310 Government Fees/Perm | 1,769 | 1,868 | 508 | 0 | 0 | 1,496 | 0 | 2,650 | 56% |
| 5315 Household Supplies | 2,577 | 6,660 | 6,569 | 2,610 | 1,131 | 1,980 | 25 | 6,000 | 33% |
| 5320 Insurance | 27,258 | 24,212 | 26,276 | 25,276 | 0 | 23,997 | 883 | 28,000 | 86% |
| 5335 Legal Services | 0 | 0 | 9,764 | 340 | (4,240) | 7,378 | 760 | 0 | -% |
| 5345 Maintenance - Buildings | 26,758 | 7,466 | 10,228 | 3,999 | 1,045 | 1,813 | 572 | 11,000 | 16% |
| 5350 Maintenance - Equipment | 11,377 | 16,806 | 18,300 | 9,464 | 730 | 6,841 | 391 | 25,000 | 27% |
| 5355 Maintenance - Grounds | 5,327 | 2,165 | 2,876 | 1,316 | 432 | 805 | 126 | 3,000 | 27% |
| 5360 Maintenance - Radios & Phones | 1,075 | 3,309 | 1,947 | 549 | 0 | 1,923 | 0 | 1,000 | 192% |
| 5365 Maintenance - Tires & Tubes | 4,597 | 7,158 | 9,719 | 6,572 | 0 | 7,997 | 2,094 | 10,000 | 80% |
| 5370 Maintenance - Vehicles | 14,507 | 20,985 | 20,385 | 8,512 | 951 | 12,641 | 3,560 | 20,000 | 63% |
| 5375 Medical Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5380 Memberships & Subscriptions | 705 | 962 | 863 | 241 | 241 | 0 | 0 | 850 | 0% |
| 5385 Mileage Reimbursement | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100 | 0% |

Cameron Park Community Services District - Fire
Statement of Revenues & Expenditures - PRELIMINARY
For the Year ended June 30, 2016; Compared to Prior Fiscal Years ended June 30, 2013-2015 and the Annual Budget for FY 2015-16

| Fire | Actual FY 2012-13 | Actual FY 2013-14 | Actual FY 2014-15 | YTD as of 1/31/2015 | MTD as of 1/31/2015 | YTD as of 1/31/2016 | MTD as of 1/31/2016 | Annual Budget FY 2015-16 | YTD Actual as % of Budget |
|---|----------------------|----------------------|----------------------|------------------------|------------------------|------------------------|------------------------|--------------------------------|------------------------------------|
| 5395 Miscellaneous | 0 | 4,327 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5400 Office Supplies | 5,097 | 3,748 | 3,550 | 1,463 | 0 | 2,072 | 180 | 4,000 | 52% |
| 5410 Postage | 561 | 192 | 540 | 259 | 72 | 0 | 0 | 500 | 0% |
| 5415 Printing | 359 | 0 | 20 | 0 | 0 | 85 | 0 | 350 | 24% |
| 5420 Professional Services | 4,972 | 1,910 | 5,402 | 1,734 | 180 | 1,287 | 308 | 4,200 | 31% |
| 5425 Publications & Legal Notices | 0 | 35 | 358 | 0 | 0 | 0 | 0 | 250 | 0% |
| 5430 Radios | 19 | 0 | 403 | 0 | 0 | 0 | 0 | 500 | 0% |
| 5440 Rent/Lease - Equip | (100) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5455 Staff Development | 2,080 | 5,536 | 5,000 | 1,429 | (153) | 612 | 0 | 5,000 | 12% |
| 5470 Telephone | 11,917 | 15,086 | 12,684 | 6,431 | 1,641 | 6,286 | 2,503 | 18,000 | 35% |
| 5480 Travel/Lodging | 925 | 840 | 25 | 25 | 0 | 103 | 0 | 1,000 | 10% |
| 5486 Tuition | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5490 Utilities - Water | 8,084 | 8,435 | 9,404 | 4,729 | 1,574 | 3,857 | 0 | 12,000 | 32% |
| 5492 Utilities - Electricity / Gas | 26,111 | 27,397 | 25,316 | 15,087 | 2,210 | 16,822 | 2,958 | 27,000 | 62% |
| 5625 Capital Equipment | 6,965 | 220,261 | 10,755 | 4,433 | 2,170 | 0 | 0 | 18,500 | 0% |
| Reserve for Capital Equipment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| Fire Engine purchase and Fire Engine | 0 | 45,950 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| Total services & supplies | 2,806,851 | 3,287,898 | 2,995,998 | 733,538 | 19,800 | 853,411 | 25,494 | 3,657,984 | 23% |
| Salaries & benefits | 62,874 | 53,634 | 42,677 | 19,790 | 3,984 | 57,230 | 3,694 | 93,067 | 61% |
| Total expenditures | 2,869,725 | 3,341,532 | 3,038,675 | 753,327 | 23,784 | 910,641 | 29,187 | 3,751,051 | 24% |
| Total revenues | 3,169,611 | 3,478,139 | 3,454,774 | 1,246,725 | 1,246,725 | 1,506,371 | 0 | 3,545,527 | 42% |
| Surplus/(deficit) | \$299,886 | \$136,608 | \$416,099 | \$493,398 | \$1,222,941 | \$595,731 | (\$29,187) | (\$205,524) | |
| Transfers In/(Out) of General Fund | | | | | | | | \$205,524 | |
| Net Surplus/(deficit) | \$299,886 | \$136,608 | \$416,099 | \$493,398 | \$1,222,941 | \$595,731 | (\$29,187) | \$0 | |

Cameron Park Community Services District - Parks
Statement of Revenues & Expenditures - PRELIMINARY
For the Year ended June 30, 2016; Compared to Prior Fiscal Years ended June 30, 2013-2015 and the Annual Budget for FY 2015-16

| Parks | Actual FY 2012-13 | Actual FY 2013-14 | Actual FY 2014-15 | YTD as of 1/31/2015 | MTD as of 1/31/2015 | YTD as of 1/31/2016 | MTD as of 1/31/2016 | Annual Budget FY 2015-16 | YTD Actual as % of Budget |
|---|----------------------|----------------------|----------------------|------------------------|------------------------|------------------------|------------------------|--------------------------------|------------------------------------|
| Revenues: | | | | | | | | | |
| 4110 Property Tax | \$582,273 | \$585,103 | \$614,823 | \$320,586 | \$320,586 | \$332,779 | \$0 | \$639,983 | 52% |
| 4600 Other Income | 0 | 3,670 | 4,302 | 0 | 0 | 0 | 0 | 0 | -% |
| 4190 Parks/Field Use Fees | 0 | 0 | 100 | 100 | 0 | 0 | 0 | 0 | -% |
| Total revenues | 582,273 | 588,773 | 619,225 | 320,686 | 320,586 | 332,779 | 0 | 639,983 | 52% |
| Expenditures: | | | | | | | | | |
| 5000 Salaries - Permanent | 154,960 | 149,653 | 163,043 | 95,263 | 19,414 | 102,979 | 9,853 | 153,368 | 67% |
| 5010 Salaries - Seasonal/PT funded | 0 | 0 | 0 | 0 | 0 | 1,486 | 195 | 0 | -% |
| 5135 Health - Retired | 0 | 0 | 0 | 0 | 0 | 3,350 | 697 | 0 | -% |
| 5130 Health & Dental Insurance | 35,409 | 40,394 | 40,548 | 20,798 | 3,873 | 12,946 | 2,643 | 41,455 | 31% |
| 5140 Vision Insurance | 571 | 645 | 764 | 512 | 128 | 388 | 89 | 544 | 71% |
| 5150 Retirement Benefits (active) | 33,317 | 35,193 | 39,883 | 21,499 | 3,181 | 32,245 | 1,473 | 30,678 | 105% |
| 5160 Workers' Compensation | 1,507 | 1,650 | 1,977 | 989 | 0 | 1,236 | 0 | 2,460 | 50% |
| 5180 FICA/Medicare Contribution | 2,348 | 2,346 | 2,408 | 1,426 | 294 | 1,529 | 150 | 3,000 | 51% |
| 5190 UI/TT Contribution | 1,736 | 1,643 | 1,628 | 0 | 0 | 0 | 0 | 1,736 | 0% |
| Salaries & benefits | 229,848 | 231,524 | 250,252 | 140,486 | 26,890 | 156,158 | 15,100 | 233,241 | 67% |
| 5209 Advertising/Marketing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5210 Agency Administration Fee | 15,390 | 11,094 | 8,646 | 0 | 0 | 0 | 0 | 13,508 | 0% |
| 5215 Agriculture | 7,097 | 8,414 | 8,465 | 1,396 | 0 | 1,440 | 0 | 6,000 | 24% |
| 5220 Audit & Accounting | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5221 Bank Charges | 78 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5230 Clothing/Uniforms | 1,292 | 1,832 | 1,528 | 147 | 70 | 568 | 0 | 1,500 | 38% |
| 5231 Computer Software | 1,240 | 793 | 808 | 769 | 0 | 710 | 0 | 1,200 | 59% |
| 5235 Temporary Help Contractual Service | 28,810 | 40,426 | 46,237 | 19,265 | 2,383 | 45,466 | 7,774 | 32,500 | 140% |
| 5240 Contractual Services - Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5250 Director Comp | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5260 EDC Department Agency | 859 | 842 | 749 | 749 | 0 | 880 | 0 | 800 | 110% |
| 5265 Educational Material | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5270 Elections | 1,505 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5275 Equipment-Minor/small | 681 | 3,085 | 4,296 | 3,769 | 2,408 | 1,609 | 99 | 10,000 | 16% |
| 5285 Fire & Safety Sup | 92 | 333 | 139 | 98 | 0 | 0 | 0 | 400 | 0% |
| 5300 Food | 215 | 76 | 222 | 57 | 0 | 275 | 34 | 300 | 92% |
| 5305 Fuel | 11,966 | 5,139 | 6,596 | 2,998 | 0 | 2,685 | 0 | 11,000 | 24% |
| 5310 Government Fees/Perm | 5,371 | 6,746 | 5,576 | 1,113 | 251 | 1,218 | 891 | 6,600 | 18% |
| 5315 Household Supplies | 5,210 | 5,918 | 6,164 | 2,862 | 0 | 2,179 | 0 | 6,000 | 36% |
| 5316 Internet | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5320 Insurance | 19,852 | 18,966 | 20,476 | 20,476 | 665 | 18,116 | 0 | 22,000 | 82% |
| 5335 Legal Services | 0 | 0 | 1,540 | 1,300 | 0 | 0 | 0 | 0 | -% |
| 5345 Maintenance - Buildings | 18,401 | 5,239 | 14,654 | 1,031 | 79 | 5,527 | 204 | 5,000 | 111% |

Cameron Park Community Services District - Parks
Statement of Revenues & Expenditures - PRELIMINARY
For the Year ended June 30, 2016; Compared to Prior Fiscal Years ended June 30, 2013-2015 and the Annual Budget for FY 2015-16

| Parks | Actual FY 2012-13 | Actual FY 2013-14 | Actual FY 2014-15 | YTD as of 1/31/2015 | MTD as of 1/31/2015 | YTD as of 1/31/2016 | MTD as of 1/31/2016 | Annual Budget FY 2015-16 | YTD Actual as % of Budget |
|---|----------------------|----------------------|----------------------|------------------------|------------------------|------------------------|------------------------|--------------------------------|------------------------------------|
| 5350 Maintenance - Equipment | 9,712 | 11,317 | 33,573 | 8,487 | 326 | 8,549 | 867 | 10,000 | 85% |
| 5355 Maintenance - Grounds | 22,230 | 21,859 | 38,876 | 23,798 | 11,047 | 20,528 | (1,764) | 40,000 | 51% |
| 5360 Maintenance - Radios & Phones | 108 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5365 Maintenance - Tires & Tubes | 0 | 27 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5370 Maintenance - Vehicles | 3,158 | 6,556 | 5,580 | 3,256 | 702 | 9,290 | 2,318 | 5,000 | 186% |
| 5375 Medical Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5380 Memberships & Subscriptions | 85 | 0 | 60 | 0 | 0 | 108 | 0 | 500 | 22% |
| 5385 Mileage Reimbursement | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5395 Miscellaneous | 0 | 1,950 | 0 | 0 | 0 | 595 | 551 | 0 | -% |
| 5400 Office Supplies | 1,114 | 1,722 | 1,720 | 836 | 158 | 394 | 0 | 1,150 | 34% |
| 5405 Pool Chemicals | 34,894 | 37,036 | 30,297 | 12,834 | 0 | 14,594 | 0 | 30,000 | 49% |
| 5410 Postage | 0 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5415 Printing | 60 | 81 | 87 | 0 | 0 | 176 | 176 | 500 | 35% |
| 5420 Professional Services | 10,253 | 10,366 | 22,425 | 10,748 | 5,709 | 11,722 | 1,938 | 13,400 | 87% |
| 5425 Publications & Legal Notices | 0 | 0 | 162 | 162 | 0 | 0 | 0 | 0 | -% |
| 5430 Radios | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5435 Rent/Lease - Buildings | 0 | 0 | 60 | 60 | 0 | 0 | 0 | 0 | -% |
| 5440 Rent/Lease - Equipment | 1,101 | 1,098 | 1,312 | 702 | 106 | 157 | 157 | 1,000 | 16% |
| 5445 Staff Development | 840 | 240 | 0 | 0 | 0 | 235 | 0 | 1,500 | 16% |
| 5470 Telephone | 1,669 | 1,425 | 3,631 | 1,830 | 604 | 457 | 50 | 3,000 | 15% |
| 5480 Travel/Lodging | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5490 Utilities - Water | 20,352 | 26,963 | 26,310 | 15,816 | 5,804 | 17,276 | 0 | 28,000 | 62% |
| 5492 Utilities - Electricity / Gas | 42,373 | 38,339 | 37,925 | 21,963 | 2,495 | 21,890 | 786 | 40,000 | 55% |
| 5500 Vandalism | 2,510 | (36) | 320 | 0 | 0 | 1,759 | 1,650 | 1,000 | 176% |
| 5625 Capital Equipment | 14,277 | 19,945 | 71,086 | 21,018 | 0 | 45 | 0 | 20,000 | 0% |
| Total services & supplies | 282,795 | 287,794 | 399,520 | 177,540 | 32,809 | 188,446 | 15,730 | 311,858 | 60% |
| Salaries & benefits | 229,848 | 231,524 | 250,252 | 140,486 | 26,890 | 156,158 | 15,100 | 233,241 | 67% |
| Total expenditures | 512,643 | 519,317 | 649,772 | 318,026 | 59,699 | 344,604 | 30,831 | 545,099 | 63% |
| Total revenues | 582,273 | 588,773 | 619,225 | 320,686 | 320,586 | 332,779 | 0 | 639,983 | 52% |
| Surplus/(deficit) | \$69,630 | \$69,456 | (\$30,547) | \$2,661 | \$260,887 | (\$11,825) | (\$30,831) | \$94,884 | |
| Transfers In/(Out) of General Fund | | | | | | | | (\$94,884) | |

Cameron Park Community Services District - Recreation
Statement of Revenues & Expenditures - PRELIMINARY
For the Year ended June 30, 2016; Compared to Prior Fiscal Years ended June 30, 2013-2015 and the Annual Budget for FY 2015-16

| Recreation | Actual FY 2012-13 | Actual FY 2013-14 | Actual FY 2014-15 | YTD as of 1/31/2015 | MTD as of 1/31/2015 | YTD as of 1/31/2016 | MTD as of 1/31/2016 | Annual Budget FY 2015-16 | YTD Actual as % of Budget |
|---|----------------------|----------------------|----------------------|------------------------|------------------------|------------------------|------------------------|--------------------------------|------------------------------------|
| Revenues: | | | | | | | | | |
| 4110 Property Tax | \$161,740 | \$162,529 | \$170,784 | \$89,052 | \$89,052 | \$92,439 | \$0 | \$177,773 | 52% |
| 4145 Youth Programs | 7,313 | 6,937 | 12,968 | 4,821 | 828 | 4,860 | 453 | 5,175 | 94% |
| 4146 Adult Programs | 2,963 | 4,795 | 6,318 | 2,775 | 86 | 2,700 | 639 | 1,863 | 145% |
| 4147 Youth Sports | 23,828 | 32,157 | 41,733 | 26,780 | 1,712 | 28,827 | (8,818) | 25,162 | 115% |
| 4148 Adult Sports | 2,089 | 767 | 5,602 | 4,141 | 0 | 1,156 | 0 | 3,760 | 31% |
| 4149 Sport Camp Revenues | 18,319 | 12,149 | 9,196 | 2,372 | 0 | 1,681 | (191) | 9,891 | 17% |
| 4170 Special Events | 34,693 | 26,854 | 26,322 | 14,621 | 3,119 | 21,600 | 7,192 | 24,500 | 88% |
| 4195 Special Event Rental | 0 | 8,610 | 5,026 | 3,426 | 0 | 56 | 0 | 0 | -% |
| 4180 CP Lake Kiosk/Day Pass | 24,651 | 28,780 | 29,652 | 15,783 | 0 | 15,778 | (130) | 32,000 | 49% |
| 4181 CP Lake Season Pass | 17,812 | 22,538 | 20,687 | 368 | 0 | 1,238 | 485 | 19,325 | 6% |
| 4182 CP Lake Reservations | 9,799 | 8,622 | 5,714 | 1,678 | 0 | 1,509 | 100 | 7,800 | 19% |
| 4183 Summer Kids Camp | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 4184 CP Lake Concessions | 7,249 | 8,782 | 5,540 | 2,608 | 0 | 2,183 | 0 | 8,000 | 27% |
| 4190 Park/Field Use Fees | 25,285 | 27,154 | 21,370 | 185 | 0 | 2,146 | 0 | 24,500 | 9% |
| 4255 Sponsorships | 28,180 | 13,803 | 5,264 | 8,000 | 3,000 | 0 | 0 | 15,000 | 0% |
| 4220 Summer Spectacular | 27,781 | 50,942 | 51,331 | 0 | 0 | 0 | 0 | 52,000 | 0% |
| 4210 Sponsorships Ads | 2,100 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 4209 Brochure Ads | 1,958 | 2,393 | 1,000 | 375 | 125 | 950 | 0 | 3,800 | 25% |
| 4250 Donations | 250 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 4400 Reimbursement (vending) | 1,856 | 1,273 | 329 | 248 | 0 | 176 | 0 | 2,500 | 7% |
| Total revenues | 397,866 | 419,084 | 418,834 | 177,231 | 97,921 | 177,297 | (270) | 413,049 | 43% |
| Expenditures: | | | | | | | | | |
| 5000 Salaries - Permanent | 76,845 | 64,307 | 49,965 | 28,524 | 5,743 | 42,093 | 6,060 | 82,005 | 51% |
| 5010 Salaries - Seasonal/PT funded | 31,812 | 28,186 | 44,781 | 22,062 | 512 | 19,437 | 0 | 54,009 | 36% |
| 5135 Health - Retired | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5130 Health & Dental Insurance | 24,625 | 25,318 | 21,274 | 10,990 | 1,938 | 9,678 | 2,116 | 29,866 | 32% |
| 5140 Vision Insurance | 374 | 443 | 352 | 233 | 58 | 250 | 62 | 472 | 53% |
| 5150 Retirement Benefits (active) | 17,748 | 16,332 | 15,418 | 7,444 | 1,054 | 17,758 | 1,161 | 16,418 | 108% |
| 5160 Workers' Compensation | 904 | 990 | 1,186 | 593 | 0 | 741 | 0 | 1,476 | 50% |
| 5180 FICA/Medicare Contribution | 3,516 | 3,049 | 3,624 | 1,846 | 84 | 2,024 | 75 | 5,362 | 38% |
| 5190 UI/TT Contribution | 3,318 | 2,605 | 3,156 | 1,727 | 0 | 1,822 | 1,822 | 3,500 | 52% |
| Salaries & benefits | 159,142 | 141,229 | 139,757 | 73,419 | 9,389 | 93,803 | 11,296 | 193,108 | 49% |
| 5209 Advertising/Marketing | 26,853 | 29,847 | 30,964 | 19,594 | 170 | 21,024 | 2,221 | 30,000 | 70% |
| 5210 Agency Admin | 4,275 | 3,082 | 2,402 | - | 0 | 0 | 0 | 3,752 | 0% |
| 5220 Audit & Accounting | 0 | 0 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5221 Bank Charges | 2,669 | 2,121 | 3,183 | 1,838 | 0 | 2,131 | 338 | 3,000 | 71% |
| 5230 Clothing/Uniforms | 0 | 874 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5231 Computer Software | 2,421 | 3,281 | 3,217 | 3,177 | 0 | 3,174 | 0 | 4,000 | 79% |
| 5235 Contractual Services - Other | 0 | 10,289 | 17,964 | 11,259 | 1,924 | 4,862 | 281 | 0 | -% |
| 5240 Temporary Help Contractual Service | 1,501 | 0 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5250 Director Comp | 0 | 0 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5260 EDC Department Agency | 835 | 842 | 749 | 749 | 0 | 880 | 0 | 800 | 110% |
| 5265 Educational Material | 0 | 0 | 0 | - | 0 | 0 | 0 | 0 | -% |

Cameron Park Community Services District - Recreation
Statement of Revenues & Expenditures - PRELIMINARY
For the Year ended June 30, 2016; Compared to Prior Fiscal Years ended June 30, 2013-2015 and the Annual Budget for FY 2015-16

| Recreation | Actual FY 2012-13 | Actual FY 2013-14 | Actual FY 2014-15 | YTD as of 1/31/2015 | MTD as of 1/31/2015 | YTD as of 1/31/2016 | MTD as of 1/31/2016 | Annual Budget FY 2015-16 | YTD Actual as % of Budget |
|---|----------------------|----------------------|----------------------|------------------------|------------------------|------------------------|------------------------|--------------------------------|------------------------------------|
| 5270 Elections | 1,500 | 0 | 997 | - | 0 | 0 | 0 | 0 | -% |
| 5275 Equipment-Minor/Small | 0 | 0 | 0 | - | 0 | 0 | 0 | 500 | 0% |
| 5282 Refund - Deposit | 2,350 | 5,342 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5285 Fire & Safety Supplies | 0 | 0 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5300 Food | 2,100 | 2,457 | 3,140 | 495 | 54 | 310 | 26 | 3,800 | 8% |
| 5305 Fuel | 0 | 0 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5310 Government Fees/Perm | 0 | 0 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5315 Household Supplies | 0 | 146 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5316 Instructors | 9,471 | 17,208 | 23,244 | 11,815 | 599 | 11,436 | 2,448 | 16,000 | 71% |
| 5320 Insurance | 7,916 | 7,428 | 7,564 | 7,564 | 50 | 6,872 | 0 | 8,500 | 81% |
| 5335 Legal Services | 0 | 0 | 0 | - | 0 | 820 | 0 | 0 | -% |
| 5350 Maintenance - Equipment | 771 | 1,726 | 717 | 354 | 79 | 277 | 56 | 1,500 | 18% |
| 5380 Memberships & Subscriptions | 225 | 248 | 248 | 185 | 0 | 185 | 0 | 225 | 82% |
| 5385 Mileage Reimbursement | 0 | 0 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5395 Miscellaneous | 0 | 0 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5400 Office Supplies | 962 | 875 | 1,109 | 658 | 106 | 382 | 136 | 900 | 42% |
| 5410 Postage | 153 | 258 | 412 | 199 | 0 | 319 | 0 | 400 | 80% |
| 5415 Printing | 0 | 0 | 0 | - | 0 | 270 | 0 | 0 | -% |
| 5420 Professional Services | 1,721 | 5,699 | 5,702 | 3,993 | 739 | 1,885 | 463 | 5,000 | 38% |
| 5421 Program Supplies | 3,882 | 11,593 | 9,866 | 4,539 | 35 | 4,715 | 2 | 7,000 | 67% |
| 5425 Publications & Legal Notices | 0 | 0 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5431 Refund - Activity | 1,279 | 1,095 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5435 Rent/Lease - Bldgs | 0 | 91 | 920 | - | 0 | 0 | 0 | 0 | -% |
| 5440 Rent/Lease - Equip | 54 | 0 | 0 | - | 0 | 172 | 0 | 70 | 245% |
| 5455 Staff Development | 752 | 309 | 481 | - | 0 | 60 | 60 | 1,500 | 4% |
| 5470 Telephone | 3,467 | 3,735 | 1,736 | 859 | 286 | 1,178 | 206 | 2,500 | 47% |
| 5480 Travel/Lodging | 0 | 0 | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5625 Capital Equipment | 604 | (8) | 0 | - | 0 | 0 | 0 | 0 | -% |
| 5466 Summer Spectacular | 43,209 | 47,713 | 46,184 | 8 | 0 | 16 | 16 | 52,000 | 0% |
| 5465 Special Events Expense | 19,663 | 3,850 | 4,748 | 4,132 | 1,864 | 3,334 | 2,294 | 17,500 | 19% |
| Total services & supplies | 138,633 | 160,100 | 165,546 | 71,417 | 5,906 | 64,301 | 8,546 | 158,947 | 40% |
| Salaries & benefits | 159,142 | 141,229 | 139,757 | 73,419 | 9,389 | 93,803 | 11,296 | 193,108 | 49% |
| Total expenditures | 297,775 | 301,329 | 305,302 | 144,835 | 15,295 | 158,104 | 19,842 | 352,055 | 45% |
| Total revenues | 397,866 | 419,084 | 418,834 | 177,231 | 97,921 | 177,297 | (270) | 413,049 | 43% |
| Surplus/(deficit) | \$100,091 | \$117,755 | \$113,532 | \$32,395 | \$82,626 | \$19,193 | (\$20,112) | \$60,994 | |
| Transfers In/(Out) of General Fund | | | | | | | | (\$60,994) | |

Cameron Park Community Services District - Community Center
Statement of Revenues & Expenditures - PRELIMINARY
For the Year ended June 30, 2016; Compared to Prior Fiscal Years ended June 30, 2013-2015 and the Annual Budget for FY 2015-16

| Community Center | Actual FY 2012-13 | Actual FY 2013-14 | Actual FY 2014-15 | YTD as of 1/31/2015 | MTD as of 1/31/2015 | YTD as of 1/31/2016 | MTD as of 1/31/2016 | Annual Budget FY 2015-16 | YTD Actual as % of Budget |
|---|----------------------|----------------------|----------------------|------------------------|------------------------|------------------------|------------------------|--------------------------------|------------------------------------|
| Revenues: | | | | | | | | | |
| 4145 CC Youth Programs | \$18,807 | \$24,677 | \$30,647 | \$10,726 | \$1,267 | \$8,184 | \$1,744 | \$19,330 | 42% |
| 4146 CC Adult Programs | 42,938 | 36,763 | 35,947 | 19,837 | 3,529 | 17,082 | 2,962 | 32,958 | 52% |
| 4150 Pre-School Program | 4,303 | 1,134 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 4151 Teen Center/Activities | 2,670 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 4170 CC Special Events/Concerts | 0 | 0 | 7 | 55 | 0 | 0 | 0 | 0 | -% |
| 4153 Senior Program | 261 | 1,426 | 6,085 | 3,725 | 357 | 4,480 | 621 | 5,000 | 90% |
| 4183 Summer Kids Camp | 39,884 | 49,160 | 54,058 | 17,752 | 0 | 17,639 | 0 | 40,000 | 44% |
| 4184 CC Concessions | 1,919 | 855 | 606 | 277 | 0 | 643 | 0 | 1,500 | 43% |
| 4185 Community Center Rentals | 49,869 | 45,100 | 46,449 | 23,970 | 2,919 | 50,788 | 4,930 | 36,750 | 138% |
| 4186 Gym Use Fees/Programs | 20,007 | 12,093 | 11,823 | 6,032 | 705 | 5,638 | 1,268 | 10,160 | 55% |
| 4187 Community Center Pool | 122,340 | 118,185 | 141,411 | 61,256 | (35) | 41,048 | 464 | 113,100 | 36% |
| 4147 Youth Sports | 27,938 | 38,059 | 39,682 | 19,547 | 2,379 | 20,987 | 13,662 | 49,755 | 42% |
| 4148 Adult Sports | 14,477 | 8,735 | 8,975 | 6,695 | 832 | 4,727 | 3,146 | 14,400 | 33% |
| 4255 Sponsorships | 0 | 0 | 37 | 0 | 0 | 0 | 0 | 0 | -% |
| Total revenues | 345,413 | 336,186 | 375,727 | 169,873 | 11,952 | 171,216 | 28,797 | 322,953 | 53% |
| Expenditures: | | | | | | | | | |
| 5000 Salaries - Permanent | 7,643 | 9,481 | 8,221 | 5,984 | 1,518 | 0 | 0 | 33,516 | 0% |
| 5010 Salaries - Seasonal/PT funded | 74,257 | 55,304 | 70,916 | 38,468 | 385 | 46,278 | 788 | 105,190 | 44% |
| 5130 Health & Dental Insurance | 4,062 | 4,344 | 4,165 | 2,175 | 332 | 2,007 | 349 | 13,143 | 15% |
| 5140 Vision Insurance | 50 | 0 | 0 | 0 | 0 | 0 | 0 | 188 | 0% |
| 5150 Retirement Benefits (active) | 2,184 | 3,109 | 3,191 | 1,583 | 227 | 7,784 | 427 | 6,755 | 115% |
| 5160 Workers' Compensation | 1,005 | 1,100 | 1,318 | 659 | 0 | 824 | 0 | 1,640 | 50% |
| 5180 FICA/Medicare Contribution | 5,839 | 4,133 | 5,535 | 3,018 | 46 | 3,518 | 47 | 8,550 | 41% |
| 5190 UI/TT Contribution | 4,250 | 4,160 | 4,232 | 3,038 | 0 | 3,740 | 3,740 | 4,800 | 78% |
| Salaries & benefits | 99,290 | 81,631 | 97,578 | 54,925 | 2,507 | 64,150 | 5,351 | 173,782 | 37% |
| 5209 Advertising/Marketing | 1,571 | 4,056 | 3,810 | 1,881 | 449 | 1,301 | 85 | 4,500 | 29% |
| 5210 Agency Administration Fee | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5215 Agriculture | 1,642 | 640 | 1,510 | 753 | 0 | 150 | 0 | 1,500 | 10% |
| 5220 Audit & Accounting | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5221 Bank Charges | 4,880 | 5,714 | 6,881 | 3,674 | 12 | 4,495 | 1,039 | 6,500 | 69% |
| 5230 Clothing/Uniforms | 0 | 0 | 853 | 318 | 0 | 268 | 0 | 400 | 67% |
| 5231 Computer Software | 2,421 | 2,362 | 3,197 | 3,157 | 0 | 3,174 | 0 | 3,000 | 106% |
| 5235 Temporary Help Contractual Service | 74,066 | 121,421 | 133,666 | 72,141 | 11,561 | 48,155 | 9,066 | 91,720 | 53% |
| 5240 Contract Services - Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5250 Director Comp | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5260 EDC Department Agency | 24 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5265 Educational Material | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 500 | 0% |
| 5270 Elections | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5275 Equipment-Minor/Small | 193 | 816 | 5,759 | 2,130 | 46 | 1,190 | 0 | 5,000 | 24% |

Cameron Park Community Services District - Community Center
Statement of Revenues & Expenditures - PRELIMINARY
For the Year ended June 30, 2016; Compared to Prior Fiscal Years ended June 30, 2013-2015 and the Annual Budget for FY 2015-16

| Community Center | Actual FY 2012-13 | Actual FY 2013-14 | Actual FY 2014-15 | YTD as of 1/31/2015 | MTD as of 1/31/2015 | YTD as of 1/31/2016 | MTD as of 1/31/2016 | Annual Budget FY 2015-16 | YTD Actual as % of Budget |
|---|------------------------------|------------------------------|------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|---|--|
| 5285 Fire & Safety Supplies | 0 | 1,048 | 145 | 145 | 0 | 187 | 0 | 1,000 | 19% |
| 5290 Fire Prevention & Inspection | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5282 Refund - Deposit | 15,716 | 12,438 | 300 | 0 | 0 | 0 | 0 | 0 | -% |
| 5300 Food | 268 | 19 | 459 | 191 | 0 | 298 | 12 | 300 | 99% |
| 5310 Government Fees/Perm | 1,491 | 2,928 | 3,252 | 2,046 | 251 | 1,995 | 1,849 | 3,400 | 59% |
| 5315 Household Supplies | 9,583 | 7,005 | 8,478 | 5,311 | 1,648 | 7,081 | 2,163 | 8,000 | 89% |
| 5316 Instructors | 48,285 | 50,019 | 64,975 | 28,970 | 5,735 | 25,959 | 5,425 | 51,000 | 51% |
| 5320 Insurance | 10,487 | 10,477 | 11,005 | 11,005 | 75 | 9,995 | 0 | 11,500 | 87% |
| 5335 Legal Services | 0 | 0 | 3,200 | 2,200 | 0 | 600 | 0 | 0 | -% |
| 5345 Maintenance - Buildings | 10,890 | 14,289 | 7,382 | 3,504 | 779 | 6,297 | 359 | 12,000 | 52% |
| 5350 Maintenance - Equipment | 4,731 | 11,478 | 20,547 | 2,405 | 413 | 8,180 | 56 | 10,000 | 82% |
| 5355 Maintenance - Grounds | 1,359 | 7,615 | 1,519 | 112 | 75 | 2,633 | 0 | 1,500 | 176% |
| 5360 Maintenance - Radio & Phones | 0 | 288 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5370 Maintenance - Vehicles | 0 | 27 | 0 | 0 | 0 | 315 | 0 | 0 | -% |
| 5375 Medical Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 200 | 0% |
| 5380 Memberships & Subscriptions | 3,347 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5385 Mileage Reimbursement | 0 | 6,020 | 1,460 | 2,595 | 0 | 340 | 0 | 5,200 | 7% |
| 5395 Miscellaneous | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5400 Office Supplies | 517 | 698 | 2,927 | 1,910 | 152 | 677 | 122 | 1,800 | 38% |
| 5405 Pool Chemicals | 30,691 | 29,856 | 25,516 | 15,202 | 933 | 7,900 | 178 | 35,000 | 23% |
| 5410 Postage | 0 | 0 | 4 | 0 | 0 | 103 | 0 | 0 | -% |
| 5415 Printing | 0 | 1 | 160 | 160 | 160 | 0 | 0 | 200 | 0% |
| 5420 Professional Services | 13,725 | 4,198 | 4,974 | 2,676 | 929 | 5,087 | 609 | 6,000 | 85% |
| 5421 Program Supplies | 7,047 | 8,587 | 12,531 | 7,384 | 3,398 | 8,075 | 3,339 | 17,100 | 47% |
| 5425 Publications & Legal Notices | 5,270 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5431 Refund - Activity | 7,388 | 9,444 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5435 Rent/Lease - Bldgs | 649 | 6,209 | 9,910 | 0 | 0 | 0 | 0 | 7,500 | 0% |
| 5440 Rent/Lease - Equip | 1,862 | 463 | 178 | 178 | 0 | 0 | 0 | 0 | -% |
| 5455 Staff Development | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 500 | 0% |
| 5470 Telephone | 2,102 | 2,879 | 1,760 | 866 | 287 | 1,816 | 206 | 2,400 | 76% |
| 5480 Tuition | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5490 Utilities - Water | 9,744 | 10,709 | 10,164 | 9,748 | 5,087 | 8,417 | 0 | 15,750 | 53% |
| 5492 Utilities - Electricity / Gas | 53,285 | 61,083 | 80,614 | 50,472 | 8,225 | 48,093 | 8,279 | 78,300 | 61% |
| 5493 Utilities - Garbage | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -% |
| 5625 Capital Equipment | 0 | 0 | 7,740 | 0 | 0 | 6,178 | 1,000 | 12,801 | 48% |
| Total services & supplies | 323,234 | 392,786 | 434,876 | 231,131 | 40,216 | 208,960 | 33,788 | 394,571 | 53% |
| Salaries & benefits | 99,290 | 81,631 | 97,578 | 54,925 | 2,507 | 64,150 | 5,351 | 173,782 | 37% |
| Total expenditures | 422,524 | 474,416 | 532,453 | 286,056 | 42,723 | 273,110 | 39,139 | 568,353 | 48% |
| Total revenues | 345,413 | 336,186 | 375,727 | 169,873 | 11,952 | 171,216 | 28,797 | 322,953 | 53% |
| Surplus/(deficit) | (77,111) | (138,231) | (156,727) | (116,184) | (30,771) | (101,894) | (10,342) | (245,400) | 42% |
| Transfers In/(Out) of General Fund | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 245,400 | |
| Net Surplus/(deficit) | (\$77,111) | (\$138,231) | (\$156,727) | (\$116,184) | (\$30,771) | (\$101,894) | (\$10,342) | \$0 | |

**Cameron Park Community Services District - General Fund
Statement of Revenues & Expenditures - PRELIMINARY UNAUDITED
For the Year Ended June 30, 2015**

Prior Year: FY 2014-15 ACTUAL (UNAUDITED)

| General Fund: | Administration | Fire & JPA | Parks | Recreation | Community Center | FY 2014-15 Actual | FY 2014-15 General Fund Budget | Actual as % of Budget |
|--------------------------------------|-----------------------|-----------------------|----------------|-------------------|-------------------------|--------------------------|---------------------------------------|------------------------------|
| Expenditures: | | | | | | | | |
| 5000 Salaries - Permanent | 138,389 | 0 | 163,043 | 49,965 | 8,221 | 359,618 | 416,753 | 86% |
| 5010 Salaries - Seasonal/PT/Funded | 7,799 | 0 | 0 | 44,781 | 70,916 | 123,495 | 162,554 | 76% |
| 5135 Health - Retired | 22,380 | 41,557 | 0 | 0 | 0 | 63,937 | 84,539 | 76% |
| 5130 Health & Dental Insurance | 12,313 | 0 | 40,548 | 21,274 | 4,165 | 78,300 | 107,657 | 73% |
| 5140 Vision Insurance | 183 | 0 | 764 | 352 | 0 | 1,300 | 1,371 | 95% |
| 5150 Retirement Benefits (active) | 27,830 | 0 | 39,883 | 15,418 | 3,191 | 86,323 | 86,691 | 100% |
| 5160 Workers' Compensation | 659 | 1,120 | 1,977 | 1,186 | 1,318 | 6,261 | 5,500 | 114% |
| 5180 FICA/Medicare Contribution | 2,392 | 0 | 2,408 | 3,624 | 5,535 | 13,958 | 14,097 | 99% |
| 5190 UI/TT Contribution | 1,732 | 0 | 1,628 | 3,156 | 4,232 | 10,749 | 11,904 | 90% |
| Total salaries and benefits | 213,675 | 42,677 | 250,252 | 139,757 | 97,578 | 743,939 | 891,066 | 83% |
| 5209 Advertising/Marketing | 2,636 | 0 | 0 | 30,964 | 3,810 | 37,410 | 35,100 | 107% |
| 5210 Agency Administration Fee | 3,363 | 33,625 | 8,646 | 2,402 | 0 | 48,036 | 87,275 | 55% |
| 5215 Agriculture | 0 | 0 | 8,465 | 0 | 1,510 | 9,975 | 11,500 | 87% |
| 5220 Audit & Accounting | 16,800 | 5,000 | 0 | 0 | 0 | 21,800 | 26,000 | 84% |
| 5221 Bank Charges | 1,807 | 0 | 0 | 3,183 | 6,881 | 11,870 | 10,000 | 119% |
| 5230 Clothing/Uniforms | 0 | 2,920 | 1,528 | 0 | 853 | 5,300 | 4,400 | 120% |
| 5231 Computer Software | 4,564 | 1,010 | 808 | 3,217 | 3,197 | 12,796 | 15,500 | 83% |
| 5240 Contractual Services - other | 51,879 | 27,341 | 0 | 0 | 0 | 79,220 | 33,280 | 238% |
| 5235 Contractual Services | 3,500 | 0 | 46,237 | 17,964 | 133,666 | 201,367 | 133,320 | 151% |
| 5236 Contractual Services - Provider | 0 | 2,651,400 | 0 | 0 | 0 | 2,651,400 | 2,953,237 | 90% |
| 5250 Directors Compensation | 6,600 | 0 | 0 | 0 | 0 | 6,600 | 18,000 | 37% |
| 5260 EDC Department Agency | 749 | 749 | 749 | 749 | 0 | 2,994 | 3,450 | 87% |
| 5265 Educational Material | 138 | 0 | 0 | 997 | 0 | 1,135 | 1,000 | 113% |
| 5270 Elections | 9,727 | 0 | 0 | 0 | 0 | 9,727 | 8,000 | 122% |
| 5275 Equipment-Minor/Small Tools | 3,949 | 2,041 | 4,296 | 0 | 5,759 | 16,046 | 18,800 | 85% |
| 5282 Deposit Refund | 0 | 0 | 0 | 0 | 300 | 300 | 0 | #DIV/0! |
| 5285 Fire & Safety Supplies | 0 | 1,561 | 139 | 0 | 145 | 1,846 | 3,400 | 54% |
| 5290 Fire Prevention & Inspection | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! |
| 5295 Fire Turnouts | 0 | 18,318 | 0 | 0 | 0 | 18,318 | 21,000 | 87% |
| 5296 Fire-Volunteer/Resident | 0 | 16,785 | 0 | 0 | 0 | 16,785 | 29,200 | 57% |
| 5300 Food | 875 | 720 | 222 | 3,140 | 459 | 5,416 | 5,800 | 93% |
| 5305 Fuel | 0 | 53,635 | 6,596 | 0 | 0 | 60,231 | 76,000 | 79% |
| 5310 Government Fees/Permits | 0 | 508 | 5,576 | 0 | 3,252 | 9,336 | 12,650 | 74% |
| 5315 Household Supplies | 23 | 6,569 | 6,164 | 0 | 8,478 | 21,234 | 16,200 | 131% |
| 5316 Instructors | 0 | 0 | 0 | 23,244 | 64,975 | 88,219 | 56,825 | 155% |
| 5320 Insurance | 2,833 | 26,276 | 20,476 | 7,564 | 11,005 | 68,154 | 73,000 | 93% |
| 5335 Legal Services | 39,038 | 9,764 | 1,540 | 0 | 3,200 | 53,542 | 40,000 | 134% |
| 5345 Maintenance - Buildings | 0 | 10,228 | 14,654 | 0 | 7,382 | 32,264 | 31,000 | 104% |
| 5350 Maintenance - Equipment | 609 | 18,300 | 33,573 | 717 | 20,547 | 73,745 | 40,000 | 184% |
| 5355 Maintenance - Grounds | 0 | 2,876 | 38,876 | 0 | 1,519 | 43,271 | 42,000 | 103% |
| 5360 Maintenance - Radios & Phones | 0 | 1,947 | 0 | 0 | 0 | 1,947 | 1,000 | 195% |
| 5365 Maintenance - Tires & Tubes | 0 | 9,719 | 0 | 0 | 0 | 9,719 | 8,000 | 121% |
| 5370 Maintenance - Vehicles | 0 | 20,385 | 5,580 | 0 | 0 | 25,965 | 26,500 | 98% |
| 5375 Medical Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 200 | 0% |
| 5380 Memberships & Subscriptions | 6,666 | 863 | 60 | 248 | 0 | 7,836 | 7,575 | 103% |
| 5385 Mileage Reimbursement | 209 | 0 | 0 | 0 | 1,460 | 1,669 | 5,300 | 31% |
| 5395 Miscellaneous | 0 | 0 | 0 | 0 | 0 | 0 | 70 | 0% |
| 5400 Office Supplies | 2,413 | 3,550 | 1,720 | 1,109 | 2,927 | 11,720 | 8,750 | 134% |

**Cameron Park Community Services District - General Fund
Statement of Revenues & Expenditures - PRELIMINARY UNAUDITED
For the Year Ended June 30, 2015**

Prior Year: FY 2014-15 ACTUAL (UNAUDITED)

| General Fund: | Administration | Fire & JPA | Parks | Recreation | Community Center | FY 2014-15 Actual | FY 2014-15 General Fund Budget | Actual as % of Budget |
|------------------------------------|-----------------------|-----------------------|-----------------|-------------------|-------------------------|--------------------------|---------------------------------------|------------------------------|
| 5405 Pool Chemicals | 0 | 0 | 30,297 | 0 | 25,516 | 55,813 | 76,831 | 73% |
| 5410 Postage | 882 | 540 | 0 | 412 | 4 | 1,838 | 2,000 | 92% |
| 5415 Printing | 341 | 20 | 87 | 0 | 160 | 608 | 1,650 | 37% |
| 5420 Professional Services | 27,071 | 5,402 | 22,425 | 5,702 | 4,974 | 65,574 | 83,620 | 78% |
| 5421 Program Supplies | 0 | 0 | 0 | 9,866 | 12,531 | 22,397 | 13,850 | 162% |
| 5425 Publications & Legal Notices | 493 | 358 | 162 | 0 | 0 | 1,013 | 450 | 225% |
| 5430 Radios | 0 | 403 | 0 | 0 | 0 | 403 | 500 | 81% |
| 5431 Refund-Activity | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! |
| 5435 Rent/Lease - Buildings | 15 | 0 | 60 | 920 | 9,910 | 10,905 | 8,500 | 128% |
| 5440 Rent/Lease - Equipment | 0 | 0 | 1,312 | 0 | 178 | 1,490 | 1,880 | 79% |
| 5455 Staff Development | 3,494 | 5,000 | 0 | 481 | 0 | 8,975 | 14,300 | 63% |
| 5470 Telephone | 2,724 | 12,684 | 3,631 | 1,736 | 1,760 | 22,536 | 26,400 | 85% |
| 5480 Travel/Lodging | 595 | 25 | 0 | 0 | 0 | 620 | 1,000 | 62% |
| 5486 Tuition | 0 | 0 | 0 | 0 | 0 | 0 | 0 | #DIV/0! |
| 5490 Utilities - Water | 0 | 9,404 | 26,310 | 0 | 10,164 | 45,878 | 61,750 | 74% |
| 5492 Utilities - Electricity / Gas | 0 | 25,316 | 37,925 | 0 | 80,614 | 143,855 | 148,450 | 97% |
| 5500 Vandalism | 0 | 0 | 320 | 0 | 0 | 320 | 4,000 | 8% |
| 5466 Summer Spectacular | 0 | 0 | 0 | 46,184 | 0 | 46,184 | 52,700 | 88% |
| 5465 Special Events Expense | 0 | 0 | 0 | 4,748 | 0 | 4,748 | 17,540 | 27% |
| Total services and supplies | 193,991 | 2,985,243 | 328,433 | 165,546 | 427,136 | 4,100,349 | 4,378,753 | 94% |
| Revenues: | | | | | | | | |
| Property Tax | 239,099 | 2,390,981 | 614,823 | 170,784 | | 3,415,687 | 3,373,676 | 101% |
| Interest | 6,430 | | | | | 6,430 | 7,000 | 92% |
| Recreation Program Revenue | | | | 170,085 | 176,007 | 346,091 | 264,877 | 131% |
| Administration Process Fees | 7,500 | | | | | 7,500 | 7,000 | 107% |
| JPA Reimbursements | | 1,063,792 | | | | 1,063,792 | 962,000 | 111% |
| Grant Reimbursement | 0 | 0 | 4,302 | | | 4,302 | 24,050 | 18% |
| Facility Use Revenue | | | 100 | 21,370 | 199,683 | 221,153 | 184,675 | 120% |
| Special Events | | | | 51,331 | | 51,331 | 58,600 | 88% |
| Franchise Fees | 163,396 | | | | | 163,396 | 155,000 | 105% |
| Other Income | 9,728 | 0 | | | | 9,728 | 70,000 | 14% |
| Sponsorships | | | | 5,264 | 37 | 5,301 | 15,100 | 35% |
| Fire Engines Lease & Purchase | | 0 | | | | 0 | | |
| Total revenues | 426,152 | 3,454,774 | 619,225 | 418,834 | 375,727 | 5,294,712 | 5,142,866 | 103% |
| Expenditures: | | | | | | | | |
| Salaries and employee benefits | 213,675 | 42,677 | 250,252 | 139,757 | 97,578 | 743,939 | 891,066 | 83% |
| Services and supplies | 193,991 | 2,985,243 | 328,433 | 165,546 | 427,136 | 4,100,349 | 4,378,753 | 94% |
| Capital Equipment | 0 | 10,755 | 71,086 | 0 | 7,740 | 89,581 | 153,355 | 58% |
| Fire Engines Lease | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Reserve for Capital Equipment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Total expenditures | 407,666 | 3,038,675 | 649,772 | 305,302 | 532,453 | 4,933,868 | 5,256,157 | 94% |
| Excess (deficit) | 18,486 | 416,099 | (30,547) | 113,532 | (156,727) | 360,844 | (113,291) | |
| Contingency | | | | | | | | |
| Excess (deficit) | 18,486 | 416,099 | (30,547) | 113,532 | (156,727) | 360,844 | (113,291) | |

Note: The Fiscal Year 2014-15 financial results are unaudited.



Accounts Payable Check Register

| Check | Date | Vendor ID | Name | Amount |
|-------|------------|-----------|--|-----------|
| 23452 | 01/08/2016 | 13917 01 | Accountemps/Robert Half Description: W/E 12/25/2015 8.5 hrs-Acct Clerk, W/E 12/18/2015 15 hrs-Acct Clerk | 495.85 |
| 23453 | 01/08/2016 | 04875 01 | Allstar Fire Equipment, Inc. Description: Sta 89: Storz Hose | 307.45 |
| 23454 | 01/08/2016 | 19221 01 | Amy S. Blackmon Description: Dec 2015 Directors Comp-Mtgs | 400.00 |
| 23455 | 01/08/2016 | 10637 01 | Angius & Terry LLP Description: CC&R: Legal Fees Nov 2015 | 1,531.22 |
| 23456 | 01/08/2016 | 19304 01 | AT&T Calnet 3 Description: 11/24-12/23/2015 35822 Sta 89, 10/24-11/23/15 35822 Sta 89, 10/24-11/23/15 35823 Comm Ctr, Credit for BAN 93 | 1,754.94 |
| 23457 | 01/08/2016 | 00392 09 | AT&T U-verse Description: Sta 88: DSL 12/21-01/20/2016 | 84.00 |
| 23458 | 01/08/2016 | 19274.01 | Brent T Hemphill Description: Sta 88:12/13 Sta 89:12/07,14,21/15 | 160.00 |
| 23459 | 01/08/2016 | 02097 05 | California Public Employee's Syst Description: Jan 2016 Health Insurance | 13,014.09 |
| 23460 | 01/08/2016 | 50309 01 | Carbon Copy Inc. Description: Dec 2015 Cost Per Copy | 118.68 |
| 23461 | 01/08/2016 | 00295 01 | Delta Dental of California Description: January 2016 Dental Insurance | 561.09 |
| 23462 | 01/08/2016 | 19133 01 | DSA Technologies, Inc Description: Jan 2016 Monthly IT Services | 200.00 |
| 23463 | 01/08/2016 | 19280.01 | Fernando Vergara Description: Sta 88 12/05,06,19 Sta 89: 12/20/15 | 160.00 |
| 23464 | 01/08/2016 | 19302 01 | Financial Pacific Leasing, Inc Description: New Fire Engine | 78,572.18 |
| 23465 | 01/08/2016 | 19277.01 | Geoffrey G Augustin Description: Sta 88: 12/09 Sta 89:12/01,15,22/15 | 160.00 |
| 23466 | 01/08/2016 | 16224 01 | Gold Country Officials Description: Adult Basketball 12/01-12/22/2015 | 600.00 |
| 23467 | 01/08/2016 | 10499-01 | Government Financial Strategies I Description: 2016 Annual Disclosure | 2,000.00 |
| 23468 | 01/08/2016 | 08659-01 | HealthSmart Benefit Solutions, Inc Description: Vision January 2016-Adm/Parks/Rec | 101.21 |
| 23469 | 01/08/2016 | 50351 01 | Hunt & Sons Description: Fuel Delivery 12/24/2015, Fuel Delivery 12/31/2015 | 953.99 |
| 23470 | 01/08/2016 | 10123 01 | JS West Description: Sta 88: Propane | 403.12 |
| 23471 | 01/08/2016 | 03543 01 | Larry McBride Description: Jan & Feb 2016 In-Lieu Bnft-Rtrmt | 1,200.00 |
| 23472 | 01/08/2016 | ONE00759 | Les Day Description: CPR/First Aid Training 12/28/15 | 300.00 |



Accounts Payable Check Register

02/10/16 3:21 PM User: TED

| Check | Date | Vendor ID | Name | Amount |
|-------|------------|-----------|---|-----------|
| 23473 | 01/08/2016 | 18350 01 | Loomis Description: Dec 2015 Armored Car Svc-Rec/CmmCtr | 203.50 |
| 23474 | 01/08/2016 | ONE00340 | Norma Aguilar Description: Quincinera 12/12/2015 | 300.00 |
| 23475 | 01/08/2016 | ONE00907 | Peggy Koch Description: 90th Birthday Party | 475.00 |
| 23476 | 01/08/2016 | 00395 03 | PG&E Description: 11/24-12/23/15 6865 CP Lake/Parks, 1124-12/23/15 3833 LLAD's, 11/19-12/17/15 9747 Comm Ctr, 11/18-12/16/15 | 13,790.56 |
| 23477 | 01/08/2016 | 02449 01 | SDRMA Description: Fire: New Fire Eng Insur/Accord | 882.58 |
| 23478 | 01/08/2016 | 19050 01 | Sharpe Wedding Description: Wedding Postcards, Summer Postcards | 309.67 |
| 23479 | 01/08/2016 | 19090 01 | Sid Cole dba Mind Fi Technology Description: December 2015 Website Updates | 429.55 |
| 23480 | 01/08/2016 | 08219 01 | Sierra Office Systems and Produc Description: Sta 89: Office Supplies | 179.72 |
| 23481 | 01/08/2016 | ONE00905 | Steven Xenos Description: Hunter Safety | 20.00 |
| 23482 | 01/08/2016 | 19303 01 | Teresa Haverty Description: Art Class 09/01-12/15/2015 | 98.40 |
| 23483 | 01/08/2016 | ONE00906 | Vanessa Lathrop Description: Dance Recital 12/10/2015 | 300.00 |
| 23484 | 01/12/2016 | 01000-01 | Public Employee's Union Local 1 | 89.39 |
| 23485 | 01/14/2016 | 19233 01 | Acer Landscape Materials, Inc Description: Northview: Black Bark | 465.75 |
| 23486 | 01/14/2016 | 50042 01 | Airgas National Carbonation Description: Comm Ctr: CO2 Fee, Comm Ctr Pool: CO2 182 lbs | 178.44 |
| 23487 | 01/14/2016 | 14315 01 | Alhambra & Sierra Springs Description: Water Delivery 12/07 & 12/21/15 | 42.40 |
| 23488 | 01/14/2016 | ONE00908 | Amy Dale Description: Gentle Flow Yoga | 45.00 |
| 23489 | 01/14/2016 | 50255 01 | Arnolds for Awards Description: Executive Name Tag-Rec/CommCtr | 30.10 |
| 23490 | 01/14/2016 | 19043 01 | Bliss Power Lawn Equipment Co. Description: CP Lake: Lawn Mower Belt Repair, CP Lake: Face Guard, CP Lake: Rings & Washers | 633.07 |
| 23491 | 01/14/2016 | 04803 01 | Blue Ribbon Personnel Services Description: W/E 12/13/2015 190 hrs, W/E 11/29/2015 131.50 Hrs, W/E 12/27/2015 104.5 Hrs | 8,124.38 |
| 23492 | 01/14/2016 | 50295 01 | C & H Motor Parts, Inc Description: Eng 89: Automotive Parts, Eng 89: Automotive Parts, Eng 89: Automotive Parts | 260.31 |
| 23493 | 01/14/2016 | 06345 01 | CA Special Districts Association Description: CSDA 2016 Membership Dues | 6,089.00 |
| 23494 | 01/14/2016 | 00219 02 | Churchill's Hardware Description: CP Lake: Spackling, CP Lake: Chain Oil, Comm Ctr: Carpet Cleaner, Eng 89/M89: Hardware, CP Lake: Camera Ba | 72.28 |



Accounts Payable Check Register

| Check | Date | Vendor ID | Name | Amount |
|-------|------------|-----------|--|----------|
| 23495 | 01/14/2016 | 17704 01 | CoreLogic Solutions LLC Description: CC&R: Dec 2015 Metroscan | 165.00 |
| 23496 | 01/14/2016 | 03214 01 | DMV RENEWAL Description: CP Lake: Vermr Renewal 12/31/2015 | 25.00 |
| 23497 | 01/14/2016 | 19305 01 | EDC Community Development Ag Description: Utility Encroachment Permit App Fee | 68.00 |
| 23498 | 01/14/2016 | 40024 03 | EI Dor.Co. Environmental Manag Description: CP Lake: Bus Plan/Hzrds Mtrl Permit | 255.00 |
| 23499 | 01/14/2016 | 40024 03 | EI Dor.Co. Environmental Manag Description: CommCtr: Bus Plan/Hzrds Mtrl Permit | 255.00 |
| 23500 | 01/14/2016 | 40024 03 | EI Dor.Co. Environmental Manag Description: Comm Ctr: Restaurant/Pool Permit | 876.00 |
| 23501 | 01/14/2016 | 03280 01 | Foothill Auto Service, Inc. Description: CP Lake: Fuel/Oil Filter, Hngr Pump | 721.54 |
| 23502 | 01/14/2016 | 00220 01 | Gold Country Equipment Center Description: CP Lake: New & Sharpen Chain/Bar | 147.13 |
| 23503 | 01/14/2016 | 50330 01 | Hillyard Inc. Description: Comm Ctr: Household Supplies | 2,148.85 |
| 23504 | 01/14/2016 | 19223 01 | Holly Morrison Description: Dec 2015 Director's Comp-Mtgs | 300.00 |
| 23505 | 01/14/2016 | 10123 01 | JS West Description: Comm Ctr: Propane 12/09/15 289.1gal, Comm Ctr: Propane 12/09/15 211.9gal, Comm Ctr: Propane 10/20/15 644.9 | 1,436.64 |
| 23506 | 01/14/2016 | 19292 01 | Kniessel's Collision Center Description: CP Lake: F150 Door Repair, CP Lake: F150 Accident Repair | 3,049.71 |
| 23507 | 01/14/2016 | 1929210 | Linda Kay Perschbacher-Lenhart Description: Tea Party 12/01-12/20/2015 | 180.00 |
| 23508 | 01/14/2016 | 16885 01 | McMurchie Law Firm Description: Legal: Nov 2015 Public Rec Act Req, Legal: Nov 2015-Harassment | 5,220.00 |
| 23509 | 01/14/2016 | 04737 05 | Office Depot Description: Office Supplies-Admin/Rec/CommCtr, Office Supplies: Rec/Comm Ctr/CC&R, Rec: 2016 Wall Calendar, Office Supp | 567.93 |
| 23510 | 01/14/2016 | 1929215 | On Air Description: Concert: Bal Due @ Perf 01/23/2016 | 1,080.00 |
| 23511 | 01/14/2016 | ONE00909 | Richard Spangler Description: Activity Registration | 93.00 |
| 23512 | 01/14/2016 | ONE00910 | Sarah Short Description: Creative Kids Dance | 115.00 |
| 23513 | 01/14/2016 | 06543 01 | T & M Electric Description: Comm Ctr:Fuses, Energized Pool Pump | 265.00 |
| 23514 | 01/14/2016 | 00393 01 | TELEPACIFIC COMMUNICATIO Description: Long Distance Dec 2015 | 804.63 |
| 23515 | 01/14/2016 | 00030 01 | The Paint Spot Description: CP Lake: Paint Supplies, CP Lake: Paint Supplies-RR | 96.89 |



Accounts Payable Check Register

| Check | Date | Vendor ID | Name | Amount |
|-------|------------|-----------|---|----------|
| 23516 | 01/14/2016 | 07612 02 | U.S. Bank Description: HELM: Storage 10/18-11/27/2015, Cahill: July 2015 Daily Back Up, Cahill: July 2015 Adobe Cloud, Cahill: July 2015 | 2,626.21 |
| 23519 | 01/14/2016 | 03946 05 | Verizon Wireless Description: 11/16-12/15/15 Cells-Parks/Rec/CmCt, 11/16-12/15/15 Fire: Contract X, 11/16-12/15/15 Fire: 7 4G Wireless, 11/16- | 557.04 |
| 23520 | 01/20/2016 | 18362 01 | CSDA Gold Country Chapter Description: Admin: Adv Crisis Wrkshop 01/20/16 | 50.00 |
| 23521 | 01/22/2016 | 13917 01 | Accountemps/Robert Half Description: W/E 01/08/2016 8.25 Hrs-Acct Clerk | 174.08 |
| 23522 | 01/22/2016 | 19233 01 | Acer Landscape Materials, Inc Description: Cameron Valley: Black Bark | 465.75 |
| 23523 | 01/22/2016 | 16241 01 | Blain Stumpf Description: Bar J15A: Walk On Bark | 277.20 |
| 23524 | 01/22/2016 | 04803 01 | Blue Ribbon Personnel Services Description: W/E 12/20/2015 184 Hrs | 3,468.01 |
| 23525 | 01/22/2016 | 19664 01 | Camino Outdoor Power Description: Sta 89: Generator Light Repairs | 102.34 |
| 23526 | 01/22/2016 | 50309 01 | Carbon Copy Inc. Description: Sta 88: Dec 2015-Cost Per Copy, Sta 89: Dec 2015-Cost Per Copy | 69.75 |
| 23527 | 01/22/2016 | 00219 02 | Churchill's Hardware Description: Sta 89: T-Posts for Crab Feed Signs, CP Lake: Blower Harness Kit, CP Lake: Fastener, CP Lake: Sand, CP Lake: R | 649.47 |
| 23529 | 01/22/2016 | 19098 01 | Comcast Description: Sta 89: Jan 2016 DSL | 140.97 |
| 23530 | 01/22/2016 | 19293 01 | CPRS District II Description: Rec: NCAMA Wrkshp 01/21/16 | 60.00 |
| 23531 | 01/22/2016 | ONE00911 | Dario Bianco Description: Gentle Flow Yoga | 45.00 |
| 23532 | 01/22/2016 | 00045 01 | De Lage Landen Description: Sta 88:Copier Cntrct 01/15-02/14/16 | 65.58 |
| 23533 | 01/22/2016 | 87100 01 | EDC Emergency Services Authori Description: Fire:FY 15/16-1st Qtr Disp 07-09/15 | 5,714.85 |
| 23534 | 01/22/2016 | 04024 01 | EDC Sheriff's Department Description: Livescan: Dec 2015-Bsktbl Coaches | 60.00 |
| 23535 | 01/22/2016 | 02294 01 | El Dorado Press & Blueprint Description: CP Lake: Blueprints | 175.76 |
| 23536 | 01/22/2016 | 04383 01 | Flying Ace T-Shirts Description: Comm Ctr: Yth Basketball T-Shirts | 572.92 |
| 23537 | 01/22/2016 | 00054 01 | George W Staton Description: Sign: "Wedding Affair" at Hwy 50 | 85.00 |
| 23538 | 01/22/2016 | 50351 01 | Hunt & Sons Description: Fire: Fuel Delivery 01/15/2016 | 656.27 |
| 23539 | 01/22/2016 | 08660 01 | Image Factory_Vincent A Hill Description: Wedding & Movie Event/Class Flyers | 390.00 |



Accounts Payable Check Register

| Check | Date | Vendor ID | Name | Amount |
|-------|------------|-----------|---|-----------|
| 23540 | 01/22/2016 | 10123 01 | JS West Description: Sta 89: Propane 636.7 gal @ \$1.36, Comm Ctr: Propane 191.9 gal @ \$1.24, CommCtr: Propane 645.8 gal @ \$1.36 | 1,982.16 |
| 23541 | 01/22/2016 | 19028 01 | Justin Bryan Vickers Description: Sta 89: 12/03, 09, 16/2015 | 120.00 |
| 23542 | 01/22/2016 | 18350 01 | Loomis Description: Nov 2015 Armored Car Service | 177.39 |
| 23543 | 01/22/2016 | 16885 01 | McMurchie Law Firm Description: Nov 2015 Legal Fees-Admin/Fire | 6,840.00 |
| 23544 | 01/22/2016 | 19036 01 | Nicholas C. Pimlott Description: Sta 88:12/15,16,17,21 Sta 89: 11,18 | 240.00 |
| 23545 | 01/22/2016 | 18636 01 | Rescue Training Institute, Inc. Description: CPR Class 01/09/2016 | 217.00 |
| 23546 | 01/22/2016 | 19275.01 | Ryan Reilly Description: Sta 89: 12/06,13,19,26/2015 | 160.00 |
| 23547 | 01/22/2016 | 12321 01 | Sierra Security & Fire Description: Sta 88:4th Qtr Alarm Monitoring, Sta 89: 4th Qtr Alarm Monitoring | 180.00 |
| 23548 | 01/22/2016 | 16453 01 | Sign & Banner Express, Inc. Description: Rec: Flyers, Signs, Posters | 430.54 |
| 23549 | 01/22/2016 | 19278.01 | Steven Kulesa Description: Sta 89:12/05,12, 30 Sta 88: 12/22 | 160.00 |
| 23550 | 01/22/2016 | 01925 01 | UK International Soccer Camps Description: Rec: 2015 Soccer Camp | 1,305.00 |
| 23551 | 01/22/2016 | 00354 01 | YBA Shirts, Inc Description: Youth Basketball Jerseys | 2,456.11 |
| 23552 | 01/29/2016 | 01000-01 | Public Employee's Union Local 1 | 94.52 |
| 23553 | 01/28/2016 | 13917 01 | Accountemps/Robert Half Description: W/E 01/15/2016 21.75 hrs-AcctgClerk | 458.93 |
| 23554 | 01/28/2016 | 14315 01 | Alhambra & Sierra Springs Description: Water Delivery & Cooler Rental | 22.18 |
| 23555 | 01/28/2016 | 04875 01 | Allstar Fire Equipment, Inc. Description: Sta 89: SCBA Spectacle Kit | 111.21 |
| 23556 | 01/28/2016 | 19307 01 | American Sheet Metal Partition C Description: Christa: New Restroom Partitions | 1,650.00 |
| 23557 | 01/28/2016 | ONE00913 | Annamarie Cummings Description: Eagle Scout Ceremony 01/09/2016 | 300.00 |
| 23558 | 01/28/2016 | 19306 01 | Azco Supply, Inc Description: Northview: Solar Lighting Package | 11,770.00 |
| 23559 | 01/28/2016 | 04803 01 | Blue Ribbon Personnel Services Description: W/E 01/10/2016 183.50 Hrs, W/E 01/03/2016 159 Hrs | 6,406.60 |
| 23560 | 01/28/2016 | 15586 01 | Capital Private Patrol Description: Nov 2015 Patrol Services-Parks, Nov 2015 Patrol Services-CommCtr, Dec 2015 Patrol Services-CommCtr, Dec 2015 | 4,260.00 |
| 23561 | 01/28/2016 | 50309 01 | Carbon Copy Inc. Description: Comm Ctr: Jan 2016-Cost Per Copy | 105.36 |



Accounts Payable Check Register

| Check | Date | Vendor ID | Name | Amount |
|-------|------------|-----------|---|----------|
| 23562 | 01/28/2016 | 19053 01 | Carolyn Wells Description: Tibetan Monks 01/09/2016 | 300.00 |
| 23563 | 01/28/2016 | ONE00914 | Danielle Colas Description: Mini Hawks Multi Sport | 98.00 |
| 23564 | 01/28/2016 | 00295 01 | Delta Dental of California Description: Feb 2016 Dental Insurance | 561.09 |
| 23565 | 01/28/2016 | 19133 01 | DSA Technologies, Inc Description: Feb 2016 Monthly IT Services | 200.00 |
| 23566 | 01/28/2016 | 18051 01 | Dykstra Enterprises, Inc. Description: Parks: Meadow Lane Tree Work | 862.50 |
| 23567 | 01/28/2016 | 04024 02 | EDC Sheriff's Office Description: BOD Meeting: 11/18/15-Sheriff | 225.00 |
| 23568 | 01/28/2016 | 00307 01 | El Dorado Irrigation District Description: 11/11-01/13/16 Veld Way, 11/11-01/13/16 Culver Lane, 11/11-01/13/16 Kentfield Dr, 11/11-01/13/16 Eastwood, 11/11-01/13/16 | 438.69 |
| 23569 | 01/28/2016 | ONE00920 | Erin Porter Description: 7th/8th Grade Girls Basketball | 92.00 |
| 23570 | 01/28/2016 | 19309 01 | Federal Express Description: Fire: New Eng-Lease Docs & Pymt | 33.62 |
| 23571 | 01/28/2016 | 03285 01 | Foothill Associates Description: Northview: Park Trail Docs/Plans | 5,296.25 |
| 23572 | 01/28/2016 | 03280 01 | Foothill Auto Service, Inc. Description: Parks: Ford Bronco-New Headlight | 252.25 |
| 23573 | 01/28/2016 | 08659-01 | HealthSmart Benefit Solutions, Inc Description: Feb 2016 Vision Insurance | 101.21 |
| 23574 | 01/28/2016 | 12617 01 | Highlander Pest Control Description: Sta 88: Pest Control Jan 2016, Sta 89: Pest Control Jan 2016 | 110.00 |
| 23575 | 01/28/2016 | 19223 01 | Holly Morrison Description: Jan 2016 Director's Comp-Mtgs | 200.00 |
| 23576 | 01/28/2016 | 07576 05 | Home Depot Credit Services Description: CP Lake: Folding Lock Knife, CP Lake: Stencil Lettering, CP Lake: Water, Comm Ctr: Wreaths, Closet Pole, CP Lake | 276.27 |
| 23577 | 01/28/2016 | 50351 01 | Hunt & Sons Description: Fire: Fuel Delivery 01/08/2016, Fire: Fuel Delivery 01/22/2016 | 1,274.26 |
| 23578 | 01/28/2016 | 08660 01 | Image Factory_Vincent A Hill Description: Reds Whites & Jewels-Flyers | 45.00 |
| 23579 | 01/28/2016 | ONE00075 | J.R. Hichborn Description: CP Lake: Printer Ink | 32.39 |
| 23580 | 01/28/2016 | ONE00919 | Jamie Laird Description: 5th/6th Grade Boys Basketball | 93.00 |
| 23581 | 01/28/2016 | ONE00918 | Jamie Wahlman Description: 7th/8th Grade Girls Basketball | 105.00 |
| 23582 | 01/28/2016 | 10123 01 | JS West Description: Sta 88: Propane-256 gal @ \$1.36 | 348.16 |



Accounts Payable Check Register

| Check | Date | Vendor ID | Name | Amount |
|-------|------------|-----------|---|------------|
| 23583 | 01/28/2016 | 19242 01 | Lewis Ridgeway Description: Guitar 01/01-01/28/2016 | 108.00 |
| 23584 | 01/28/2016 | ONE00915 | Margaret McPartland Description: Wedding | 295.00 |
| 23585 | 01/28/2016 | 00395 03 | PG&E Description: 12/17-01/18/16 3999 Baron Ct, 12/18-01/19/16 9747 Comm Ctr, 12/17-01/18/16 6315 3202/06-Sta 89, 12/16-01/14/16 | 3,207.27 |
| 23586 | 01/28/2016 | ONE00916 | Rayann Hess Description: Let's Uke! | 39.00 |
| 23587 | 01/28/2016 | ONE00841 | Rebecca Deville Description: 1st/2nd Grade Basketball | 85.00 |
| 23588 | 01/28/2016 | 19194 01 | Richard A Kowaleski Description: Ballroom Dance 01/01-01/28/2016 | 300.00 |
| 23589 | 01/28/2016 | 00372 06 | Riebes Auto Parts Description: Sta 89: Motor Oil for B2715, CP Lake: Roller Strap, Scrwdrvr Set, Parks: Windshield Washer, CP Lake: 2000 Dodge | 55.65 |
| 23590 | 01/28/2016 | 03679 01 | Rosalie M. Stearns Description: Hula 01/01-01/28/2016 | 172.20 |
| 23591 | 01/28/2016 | 00055 01 | Roy M Imai Description: Tai Chi 01/01-01/28/2016 | 187.20 |
| 23592 | 01/28/2016 | ONE00470 | Shellie Cocreham Description: 5th/6th Grade Boys Basketball | 93.00 |
| 23593 | 01/28/2016 | ONE00917 | Srinivas Sripada Description: Birthday Party 01/17/2016 | 300.00 |
| 23594 | 01/28/2016 | 19154 01 | Stephen Beck Description: Futsol 12/01/15-01/28/2016 | 1,690.80 |
| 23595 | 01/28/2016 | 1929204 | Susan Spencer Description: Zumba 01/01-01/28/2016 | 132.30 |
| 23596 | 01/28/2016 | 00043 01 | The Auto Analyst Description: Sta 89: B2716 Truck Repairs/Svc, Sta 89: B2716 Truck Repairs/Svc | 2,504.67 |
| 23597 | 01/28/2016 | 19308 01 | Troy Shipman dba Diamond Wrap Description: Sta 89:New Eng Install Strpng/Decal | 4,370.00 |
| 23598 | 01/28/2016 | ONE00341 | UMPQUA BANK Description: January 2016 Bond Interest Payment | 110,610.00 |
| 23599 | 01/28/2016 | 03946 05 | Verizon Wireless Description: 12/16-01/15/16 Fire: Contract X | 261.98 |

Total Reconciled Checks: 0.00
Total Reconciled Check Amount Paid: 0.00
Total Unreconciled Checks: 145.00
Total Unreconciled Check Amount Paid: 345,177.20

SELECTION CRITERIA:
Check Date Range: 01/01/16 Through 01/31/16
Bank: OPR
Check Sort Option: Check Then Date
Check Status Option: Both Reconciled and Unreconciled Checks



Accounts Payable Check Register

| Check | Date | Vendor ID | Name | Amount |
|-------|------|-----------|------|--------|
|-------|------|-----------|------|--------|

Check Process Option: Good Checks Only
Pay Method: Both Direct Deposit & Checks



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

CAMERON PARK CSD

ACCOUNT NUMBER
STATEMENT DATE 01-22-16
TOTAL ACTIVITY \$ 478.64

000021893 1 AT 0.416 106481362773840 P

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

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

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 | |
| 12-24 | 12-22 | DOLRTREE 4415 00044156 GRANITE BAY CA PUR ID: 00000000000000000000 TAX: 1.25 | 24164075357868080710000 | 5331 | 20.43 | |
| 12-28 | 12-27 | BARRACUDA NETWORKS INC 408-3425400 CA PUR ID: 1382303 TAX: 0.00 | 24436545362007560661741 | 7372 | 50.00 | |
| 01-04 | 01-02 | MSFT * E02001OA1D 800-642-7676 NV PUR ID: 26801522 TAX: 0.00 | 24430996003091268015224 | 4816 | 68.00 | |
| 01-05 | 01-03 | ADOBE *CREATIVE CLOUD 800-833-6687 CA PUR ID: 00000000000000000000 TAX: 0.00 | 24610436004004059221941 | 5734 | 49.99 | |
| 01-06 | 01-05 | CALIFORNIA SPECIAL DISTR 916-442-7887 CA PUR ID: AU0ADEF77A88 TAX: 0.00 | 24493986006286101200148 | 9399 | 65.00 | |
| 01-06 | 01-05 | CALIFORNIA SPECIAL DISTR 916-442-7887 CA PUR ID: APOACC6733D0 TAX: 0.00 | 24493986006286101200155 | 9399 | 49.00 | |
| 01-18 | 01-14 | PIZZA GUYS - 152 - EC 530-6722222 CA PUR ID: 16869244 TAX: 0.00 | 24071056015985347070501 | 5812 | 127.22 | |
| 01-20 | 01-19 | CALIFORNIA SPECIAL DISTR 916-442-7887 CA PUR ID: AS0ADE36BD10 TAX: 0.00 | 24493986020286101100100 | 9399 | 49.00 | |

| | | | |
|--|-----------------------|------------------------|------------------------------------|
| Default Accounting Code: GENERAL MANAGER, CPCSD | | | |
| CUSTOMER SERVICE CALL 800-344-5696 | ACCOUNT NUMBER | | ACCOUNT SUMMARY |
| | STATEMENT DATE | DISPUTED AMOUNT | 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 | 01-22-16 | \$.00 | PURCHASES & OTHER CHARGES \$478.64 |
| | AMOUNT DUE | | CASH ADVANCES \$.00 |
| | \$ 0.00 | | CASH ADVANCE FEE \$.00 |
| | DO NOT REMIT | | CREDITS \$.00 |
| | | TOTAL ACTIVITY | \$478.64 |

Cameron Park Community Services District

Agenda Transmittal

DATE: February 17, 2016
TO: Board of Directors
FROM: Tina Helm, Recreation Supervisor
AGENDA ITEM #5: SIERRA SHARKS REQUEST FOR FEE REDUCTION
RECOMMENDED ACTION: Receive, Discuss and Action as Appropriate

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

The Sharks Swim Team's Season typically starts at the end of April and concludes the end of the third week of July. In May the team uses 10 lanes, practices are held in the afternoons as the participants are still in school. Once school gets out, the beginning of June, the practices are offered both in the morning and afternoon. The Sharks use a percentage of the pool (usually 7 lanes). During the morning practice, lap swim is offered in the open 3 lanes from 7-10am; swim lessons use the open lanes for the more advanced classes from 10am to 12pm. In the afternoon the swim lessons use the open lanes for the more advanced classes from 4 to 6:30pm. This year the Sharks requested dates from April 22 to July 21, 2016. For the 2015 season the Sharks did receive a \$2500 credit to help offset the lifeguard fees.

The Sharks attended the Board Meeting on December 16 to discuss reduction of lifeguard costs during the month of May, 2016. After discussion the board requested the options below:

- Option 1A – No lifeguard fees for the month of May as was requested in November 2015
- Option 1B – Shared costs of lifeguard for the month of May
- Option 2 – Shared cost of lifeguard for AM & PM practices the entire season
- Option 3 – Swim provides own guards when sole users of the pool ** this is a New Option

Proposed Fee - The proposed fee for the 2016 season is \$34,915 for 423.25 hr. based on ** \$56.65/hr. when 10 lanes are being used or a percentage thereof. ** A 3% increase on the hourly pool fee

| | | |
|--|--|-----------------|
| Pool fee: | \$56.65/hr. for 10 lanes– April 22-May 27 – 102 hr. & meets 37.5 hr. | \$ 7,903 |
| | \$33.99/hr. for 6 lanes - May 23-27 - 6.25 hours | \$ 212 |
| | \$39.66/hr. for 7 lanes – May 31- July 21 – 277.50 hr. | \$11,006 |
| Lifeguard Fee: | \$16.63/hr. per lifeguard - 2 lifeguards for practices 385.75 hr. | \$12,830 |
| Lifeguard Fee: | \$16.63/hr. per lifeguard - 3 for swim meets (5 meets) 37.5 hr. | \$1,871 |
| Facility use (kick off meeting, awards ceremony, etc.) | | \$1,093 |
| Total | | \$34,915 |

Proposed Fee to reflect minimum wage increase – Minimum wage increased in July 2014 and again in January 2016. The lifeguard fee has not increased since 2010.

| | | |
|--|--|------------------------|
| Pool fee: | \$56.65/hr. for 10 lanes– April 22-May 27 – 102 hr. & meets 37.5 hr. | \$ 7,903 |
| | \$33.99/hr. for 6 lanes - May 23-27 - 6.25 hours | \$ 212 |
| | \$39.66/hr. for 7 lanes – May 31- July 21 – 277.50 hr. | \$11,006 |
| Lifeguard Fee: | \$18.60/hr. per lifeguard - 2 lifeguards for practices 385.75 hr. | \$14,350 |
| Lifeguard Fee: | \$18.60/hr. per lifeguard - 3 for swim meets (5 meets) 37.5 hr. | \$2,093 |
| Facility use (kick off meeting, awards ceremony, etc.) | | <u>\$1,093</u> |
| Total | | <u>\$36,657</u> |

The following options reflect a comparison of the lifeguard fee at \$16.62/hr. and the fee of \$18.60 to reflect the minimum wage increase.

Option 1A – No lifeguard fee charged for the month of May. The hours that the Sharks are scheduled for May is 108.25 hours. CSD guards would be on duty for CSD activities and swim team practice. There would be a minimum of three when the public/Sharks are using the pool at the same time and two guards when the public is not sharing the pool.

| | <u>Proposed Base Fee</u> | <u>Reflects min wage increase</u> |
|-------------------------------------|--------------------------|-----------------------------------|
| Pool use fee: | \$19,121 | \$19,121 |
| Lifeguard Fee for June/July: | \$ 9,230 | \$10,323 |
| Swim Meet Lifeguard fee: | \$ 1,871 | \$ 2,093 |
| Facility fee: | <u>\$ 1,093</u> | <u>\$ 1,093</u> |
| Proposed cost for season | \$31,315 | \$32,630 |
| Difference | (-\$3,600) | (-\$4,027) |

** If the Sharks were not at the pool the approximate cost for the guard for the month of May (to supervise the weekday activities) at the pool and one week of evening public swim (May 23-27). Fee is based on \$16.63/hr. and \$18.60/hr.

| | |
|---------|---------|
| \$2,129 | \$2,381 |
|---------|---------|

Option 1B- Shared cost of lifeguards for the month of May. The Sharks would pay a shared costs of the guards during for the month of May. The shared cost of the guards would be for two guards when the pool is not shared with the public (4-4:45pm and about 7-8:15pm) and for three guards when it is being shared (approximately 2hr/day) for the month of May.

| | <u>Proposed Base Fee</u> | <u>Reflects min wage increase</u> |
|------------------------------------|--------------------------|-----------------------------------|
| Pool use fee: | \$19,121 | \$19,121 |
| Shared Lifeguard fee – May: | \$11,404 | \$12,755 |
| Swim Meet Lifeguard fee: | \$ 1,871 | \$ 2,093 |
| Facility fee: | <u>\$ 1,093</u> | <u>\$ 1,093</u> |
| Proposed cost for season | \$33,489 | \$35,062 |
| Difference | (- \$1,426) | (- \$1,595) |

** If the Sharks were not at the pool the approximate cost for the guard for the month of May (to supervise the weekday activities) at the pool and one week of evening public swim (May 23-27). Fee is based on \$16.63/hr. and \$18.60/hr.

| | |
|---------|---------|
| \$2,129 | \$2,381 |
|---------|---------|

Option 2 – Shared cost of lifeguards for swim practice for the entire season. The Sharks would pay a shared cost of the guards during the entire season. This option accounts for 1.5 lifeguards during practices. There would be a minimum of two to three CSD guards on duty. A coach cannot actively lifeguard while coaching per California Health & Safety Code Section 116025-116068 – see Attachment A. A minimum of 2 lifeguards are needed to perform a backboard rescue as they respond as a team.

| | <u>Proposed Base Fee</u> | <u>Reflects min wage increase</u> |
|---|--------------------------|-----------------------------------|
| Pool use fee: | \$19,121 | \$19,121 |
| Shared Lifeguard fee for season: | \$ 9,346 | \$10,453 |
| Swim Meet Lifeguard fee: | \$ 1,871 | \$ 2,093 |
| Facility fee: | <u>\$ 1,093</u> | <u>\$ 1,093</u> |
| Proposed cost for season | \$31,431 | \$32,760 |
| Difference | (- \$3,484) | (- \$3,897) |

** If the Sharks were not at the pool the approximate cost for the guards for the months of May (to supervise the weekday activities) at the pool and one week of evening public swim (May 23-27) as well as weekday time starting May 31 to July 21 to supervise the pool from 7am to 11:15am and 4-7:15pm.

| | |
|----------|----------|
| \$11,641 | \$13,020 |
|----------|----------|

Option 3 – Swim Team provides own guards when sole users of the pool early season only – April 22 and week of April 25-29 and also from May 2 – 27 for .75 hours 4-4:45pm total of 38.25 hours.

| | <u>Proposed Base Fee</u> | <u>Reflects min wage increase</u> |
|---------------------------------|--------------------------|-----------------------------------|
| Pool use fee: | \$19,121 | \$19,121 |
| Adjusted Lifeguard fee: | \$11,558 | \$12,903 |
| Swim Meet Lifeguard fee: | \$ 1,871 | \$ 2,093 |
| Facility fee: | <u>\$ 1,093</u> | <u>\$ 1,093</u> |
| Proposed cost for season | \$33,643 | \$35,210 |
| Difference | (-\$ 1,272) | (- \$1,487) |

Hourly rate calculation:

| | |
|----------------|--|
| Wages | \$10.25 |
| Taxes | \$ 1.51 (includes worker's Comp) |
| Supervision | \$ 4.71 (Rec Supervisor & Aquatic Coordinator) (11%) |
| Administration | \$ 0.95 (GM, Accounting & HR – admin Fee) (6.5%) |
| Maintenance | <u>\$ 1.18</u> (Maintenance Staff) (10%) |
| Rate | \$18.60 |

Additional information:

| | |
|---------------------------|--------------|
| Lifeguard research | Attachment B |
| Swim team drowning | Attachment C |
| Swim Team MOU | Attachment D |
| Sharks Powerpoint 12/7/15 | Attachment E |

California Health and Safety Code

116028. "Lifeguard service," as used in this article, means the attendance at a public swimming pool during periods of use, of one or more lifeguards who possess, as minimal qualifications, current Red Cross advanced lifesaving certificates or Y.M.C.A. senior lifesaving certificates, or have equivalent qualifications and who are trained to administer first aid, including, but not limited to, cardiopulmonary resuscitation in conformance with Section 123725 and the regulations adopted hereunder, and who have no duties to perform other than to supervise the safety of participants in water-contact activities...

This means a swim instructor or a coach would have difficulty fulfilling the role of lifeguard.

Lifeguard Research

Report compiled by: Tina Helm – Recreation Supervisor

Cameron Park CSD - The 2015 fee for the pool was \$55/hour (or \$5.50/hour per lane) –and staff costs are \$33.24/hour for a **total hourly fee of \$88.24** – when all 10 lanes are being used.

Cameron Park CSD - The 2016 fee is recommended to be \$56.65/hour (or \$5.66/hour per lane) –and staff costs are \$33.24/hour for a **total hourly fee of \$89.89** – when all 10 lanes are being used.

Reflecting the minimum wage increase added to the staff costs, the pool rate would be \$56.65/hour (or \$5.66/hour per lane) –and staff costs are \$37.20/hour for a **total hourly fee of \$93.85** – when all 10 lanes are being used.

The hourly pool rate can change if all ten lanes are not being used, as is the case when the pool is used for lessons/lap swim, etc. There are **three** lifeguards on duty when there is a swim meet. For safety purposes, and to be in line with El Dorado Hills, when the pool is open a minimum of **two** lifeguards must be on duty. The **two** on duty are able to perform the rescue skills when required – including back boarding.

El Dorado Hills requires **two** lifeguards on deck for the Taz Swim Team and treat the practice as lap swim – **two** guards on both ends of the pool. They have **five** lifeguards on staff for swim meets. The hourly rate for the pool is \$65 (or \$6.50/hour per lane) and staff cost for two guards is \$30/hour for a **total hourly fee of \$95**. The fee for the 2016 season – hourly rate for the pool is \$67 (or \$6.70/hour per lane) and staff cost for two guards is \$32/hour for a **total hourly fee of \$99**.

City of Folsom contracts out their pool to the Marlins/Sea Otters/Aqua Sharks and Wahoos. They require that these agencies have an aquatic instructor and/or certified coach meeting the State of California Health & Safety Code 116033. When they rent the pool the teams are responsible for all the safety of all spectators and participants. The city requires insurance as part of this agreement. The city does provide a lifeguard on site who monitors swim team practices but not actively lifeguarding. The range they rent the pool at is from \$5.13/hour per lane up to \$15/hour per lane. The Marlins pay \$5.13/hour per lane; Sea Otters pay \$6.77/hour per lane; Tiger Sharks pay \$8.13/hour per lane; Wahoos swim team is paying \$10/hour per lane; if a non-sponsored team comes in to use the facility they pay \$15/hour per lane. When the Marlins used some additional time not in their original contract they paid \$15/hour per lane.

Swim Meet Fees:

| | | |
|--------------|---------------|---------|
| Half day fee | Under 7 hours | \$1,400 |
| Full day fee | 7+ hours | \$2,300 |

** The City of Folsom increases their fees on an annual basis of 5% across the board.

Sunrise swim team is sponsored by the agency. They require that there be **one** person on deck whose sole responsibility is lifeguarding and put additional lifeguards on deck when the younger age groups are in the water. Sunrise has swim team coaches attend staff training so they are familiar with pool safety

policies. For a swim meet there are **4 staff** on duty; 3 guards and a pool manager – this allows **two staff up and one roving**.

The following additional information was found regarding ratio for lifeguards to swimming pool participants:

- The American Lifeguard Association recommends at least **two** lifeguards on duty at all times, and the reason is that it requires at least **two** to properly care for a suspected spinal injury in the water. This is not normally required by codes, but has been a national standard for over 20 years.

Lifeguards need to be able to conduct a proper back boarding in regard to a suspected spinal injury, and by not having a minimum of **two** Lifeguards, the facility is operating at a substandard level. With this said, the American Lifeguard Association cannot tell a facility they need a minimum of **two** Lifeguards on duty at all times, for they do not make the laws or establish the codes, but what they can do is help establish guidelines. It is our understanding that the American Red Cross also recommends a minimum of **two** Lifeguards at all time.

Once the facility reaches a capacity of 50 swimmers, the American Lifeguard Association feels a Lifeguard should be added for every additional 25 patrons, as a minimum standard. Furthermore, if it is a swimming pool, every Lifeguard chair should be occupied whenever the facility is open, and there should be an established rotation with the guards on duty to help minimize any fatigue.

- Safe-Wise Consulting LLC – suggests a standard ratio for lifeguards to swimmers is 1:25; this number is dependent on local codes and the type of user group. If the group is made up of challenged children or adults, there should be clear policies and agreements defining aid to participant ratios, for various disabilities, in addition to the 1:25 lifeguard ratio. Lifeguards should be trained in working with Special Populations. If the group is comprised of preschool youth with no additional supervision provided (teachers, etc), the lifeguard to swimmer ratio should be increased, eg. 1:15.
- The American Red Cross - 1:25;
- The Boy scouts of America - 1:10
- Lifesaving Resources, LLC advocates a minimum of 2 lifeguards
- Ellis - No specific standards on guard ratios. Ellis guarding is based on zones and the 10 – 20 protection rule. 10 seconds to recognize and 20 seconds to make contact. Zones must be validated to show standards can be met.
- There are no specific ratios used by any of the nationally recognized lifeguard certifying agencies. Generally the number of lifeguards needed is based upon the activity, size of the area and the number of swimmers, the bottom line is the question of whether or not the 10/20 protection rule is enforceable, is the zone not so large that they cannot scan it entirely within 20

seconds thereby being able to see the victim within 10 seconds (the 10 part) and then get to the victim within 20 seconds. If this is possible the zone is valid, means you may only need one for the same pool that might need two if it is more crowded or has differing activities. Ratios are not good, but some states use them, but a pool that has a funny shape may have 15 people but need two guards and a pool that is small and square may need one person for 60 swimmers...

- The World Health Organization:

GUIDELINES FOR SAFE RECREATIONAL WATER ENVIRONMENTS

Table A.1. Lifeguard numbers

| Approximate pool size (m) | Area (m ²) | Minimum number of lifeguards (normal) | Minimum number of lifeguards (busy) |
|---------------------------|------------------------|---------------------------------------|-------------------------------------|
| 20.0 × 8.5 | 170 | 1 | 2 |
| 25.0 × 8.5 | 212 | 1 | 2 |
| 25.0 × 10.0 | 250 | 1 | 2 |
| 25.0 × 12.5 | 312 | 2 | 2 |
| 33.3 × 12.5 | 416 | 2 | 3 |
| 50.0 × 20.0 | 1000 | 4 | 6 |

How many lifeguards are needed?

At least one lifeguard per 4,000 square feet, plus one additional guard for every 1,000 square feet.

At least **two** present and available certified lifeguards at a facility at all times.

The Department of Health may require more based upon size, shape and other issues or problem areas.

The Cameron Park CSD pool competition area (10 lane area) is 5,625 square feet so there should be **two guards on deck.

- THE CALIFORNIA HEALTH AND SAFETY CODE SECTION 116025-116068

116028. "Lifeguard service," as used in this article, means the attendance at a public swimming pool during periods of use, of one or more lifeguards who possess, as minimal qualifications, current Red Cross advanced lifesaving certificates or Y.M.C.A. senior lifesaving certificates, or have equivalent qualifications and who are trained to administer first aid, including, but not limited to, cardiopulmonary resuscitation in conformance with Section 123725 and the regulations adopted hereunder, and who have no duties to perform other than to supervise the safety of participants in water-contact activities.

This means a swim instructor or a coach would have difficulty fulfilling the role of lifeguard.

When a coach or instructor both instructs and lifeguards it is called "Dual Supervision". Dual supervision is technically legal but is a bad practice that has resulted in numerous drowning events during supervised competitive team practices. When this dual supervision practice is taking place there is someone that has a primary job of coaching and providing instruction also responsible for supervision and safety. How can a coach focus on giving swimmers corrective feedback and be vigilant while watching the other 30 or more swimmers in the pool at the same time. Seasoned swimmers in practices

have drown and this can happen in a matter of seconds due to shallow water black out, swallowing water or having some type of seizure. The typical unconscious person on the surface of the pool sinks one foot per second. Once a swimmer is submerged in a pool full of other swimmers the person that has submerged is virtually invisible due to the surface disturbance created by the motion of other swimmers through the water.

When only one lifeguard is provided to observe a practice or program industry standards dictate that they never be in a surveillance position for more than one hour without moving to another station or having a break. With only one lifeguard on site during a practice this is virtually impossible. Also if they need to use the restroom it leaves one instructor or coach on the deck and we are back to a dual supervision scenario.

The American Red Cross lifeguard training course trains students in response and care protocols that are to be done with two people. Even though the coach or instructor might be certified, that certification can last for two years and without being part of the pool staff they probably never participate in regular in-service training activities meant to keep critical and complex rescue skills ready for use. Seventy percent of people that are trained in CPR forget how to check for breathing and pulse and how to open an airway within 3 months.

City practices and industry best practices usually have two dedicated lifeguards on staff when the pool is in use. This allows rotations every thirty minutes that keep lifeguards alert and allow them to take a restroom break, get a drink of water and generally take a break from the continual surveillance that is critical to keep swimmers safe and makes sure they respond quickly and effectively.

In an aquatic emergency there are many steps that constitute the components of a facility emergency action plan. With so many tasks to be done it only makes sense to have at least two staff people in addition to the coach or instructor. One person has to respond to the victim in the pool, another has to get the extrication board and emergency care equipment (oxygen, AED), another has to call 911 and open a gate or entrance to the facility, there are other considerations such as crowd control and facility security. Coaches and instructors may be trained but without continual re-training to keep skills fresh and without taking part in regular emergency drills and scenarios, their effectiveness in an emergency situation may result in less than optimal or acceptable performance.

The law and best practices should be taken into account when making a decision on the level of supervision and number of staff at the pool during user group times. But ultimately doing the right thing to manage potential situations and give accident victims the best possible care available should be priority one. Saving a few dollars in staffing now versus the catastrophic losses that can occur during a drowning event in the future must be looked at when deciding how to staff user group programs.

Received from Rich Young - January 27, 2016

ACC Aquatic Commercial Consulting
30+ Years of Public Pool & Water Park Experience
20340 Orchard Road, Saratoga, CA 95070
408-741-5871 - FAX 408-867-1216 - Cell 408-316-9905

Swim Team Drowning

October 2012, Washington: \$2,000,000 Settlement: A 14 year-old boy was participating in his school's gym class. At the time, the class was focusing on swimming basics, and although he could not swim, he was required to go into the deep end of the pool and participate in a treading water exercise. The week prior, he was unable to take a mandatory swim test because he failed to bring the appropriate P.E. clothes. Following the exercises, the class was dismissed and the pool was closed for the period. It was not until a full class period had passed that the boy was discovered drowned at the bottom of the pool. **The boy's estate brought suit against the school district for negligence. Plaintiff alleged that the district failed to have a lifeguard present, as the teacher present at the time was not a certified lifeguard, and failed to properly assess the student before allowing him into the deep end of the pool.** The defendant admitted liability and the parties agreed to settle in the amount of \$2,000,000.

Swimming accident puts boy in hospital

Friday, June 6, 2003

By Mike Wells, Southeast Missourian

An 11-year old boy nearly drowned Thursday morning at the Jackson city pool during swim team practice and now a machine is breathing for him at a St. Louis hospital as his family awaits word on possible brain damage.

Andrew Tyler was rushed from Southeast Missouri Hospital in Cape Girardeau to Cardinal Glennon Children's Hospital in St. Louis, followed by his family and friends.

Andrew is the son of Ed and Becky Tyler of Jackson. He is a member of the city's Barracuda swim team and was practicing "block exercises" -- jumping into the water from starting blocks -- when the accident happened shortly before 8 a.m., police Lt. Rodney Barnes said.

As of late Thursday, the boy was still in critical condition, according to his grandfather, Charles Breeden of Sikeston, Mo.

"They told us the next 72 hours are critical," Breeden said. "His brain will start swelling and he's not doing very well."

Doctors are worried Andrew didn't get any oxygen to his brain but don't know for how long.

"They don't know if he was under one minute or five," Breeden said. "They're not giving us a lot of hope. They're not wanting to build us up only to be let down. But his heartbeat is good and he's got oxygen in his blood."

Still, the test results for brain damage are more than two days away and nothing is certain.

"His chances of coming out of this without any kind of brain damage is slim," Breeden said.

Asthma attack unlikely

At first, there were concerns Andrew suffered an asthma attack, but doctors don't consider that a likely cause now, the grandfather said.

"They don't think that's what it was," he said. "They kind of think it was a freak deal with him taking in a gulp of water and then going into a panic and closing his esophagus."

The swim team took to the water at 7:45 a.m., and Andrew took several turns without complaining of feeling ill, Barnes said. A teammate noticed Andrew didn't resurface after his last jump and quickly pulled the boy out. Swim coaches performed CPR on him until paramedics arrived. No lifeguards were on duty.

As of late Thursday, Andrew was still unable to breathe on his own.

"His mother is asking everyone to pray for Andrew," said his aunt, Gerri Norton of St. Louis. "We're praying and hoping. He's got his reflexes, though. They hit his knee with a rubber hammer and he responded to it."

This isn't the first drowning incident at the pool. On June 16, 1995, 16-year-old Jackson High School student Lori Anne Niswonger of rural Cape Girardeau died after suffering an asthma attack while practicing with the city swim team.

KILLEEN (August 31, 2015) A Killeen teenager was pulled from the pool at the Lion's Club Park Natatorium Monday morning after a near-drowning incident and was taken to a hospital for treatment.

Police and rescuers were sent at about 6:55 a.m. Monday to the Boys and Girls Club, at 5100 Trimmier Road, after a caller reported a drowning.

When police and rescuers arrived they found the teenager had been pulled from the water and was conscious and breathing.

The student was participating in a swim practice, Killeen ISD Superintendent John Craft said.

The student, who apparently was a non-swimmer, wanted to try out for the team, jumped into the pool and sank to the bottom.

A teammate, whom parents identified as Michael Weslowski, dove to the bottom and pulled the student to the surface and out of the pool with the assistance of a coach. The coach was trained in CPR, but was not lifeguard certified.

The student was transported to McLane Children's Hospital and is reported to be doing well and on their way to a full recovery.

"The district commends those involved in assisting the student this morning and ensuring the incident was handled in a timely and appropriate manner," Craft said in a prepared statement.

CHICAGO (CBS) — A Chicago high school swimmer who almost died from an undiagnosed heart condition wants more people to learn CPR after it saved her life. About two weeks ago, Claire Luning, who just started her junior year, passed out in the pool during swim team practice.

"I kind of went fuzzy, and then I don't really remember what was going on, and I remember grabbing onto the lane line, and people saying my name," she said.

Her coach, Mack Varilla, said he could tell something was very wrong. "Instantly, I noticed her skin was flesh pale, eyes wide open, no signs of breathing," he said. After other swimmers told the coach, he dove into the pool and rescued Claire, brought her to the deck. Varilla performed CPR right away, and doctors at Lurie Children's Hospital later diagnosed Luning with a heart rhythm disorder. Coach Varilla is certified in CPR, but is not a certified lifeguard. Doctors said she would have died without CPR.

"I've had a lot of time to think in the hospital about what would have happened if Mack hadn't been there, and if I hadn't gotten that CPR, because I don't think anybody else there knew CPR, and it's just when you realize how important knowing CPR is," Luning said.

The recent drowning of a St. Louis Park seventh grader in his school's swimming pool was a rare incident, but not unprecedented.

Close to a dozen school children drowned across the country over the past few years, and their deaths have been heartbreakingly similar. Most were immigrant children who did not know how to swim, and no lifeguard was on duty.

They include Abdullahi Charif, who on Feb. 27 was transported to the hospital after his six-foot-tall body was removed from the swimming pool.

• **Mar. 3: Family of boy who drowned in school pool seeks answers**

Ali Warsame recalls sending his eldest son to school that day, and within a couple of hours, receiving terrible news.

"We as a family — me, my wife, my kids — need to know what happened to Abdullahi in the water of his school, and what caused him to die there," Warsame said. "As for the questions we have: Why someone don't see him when he's suffering in the water? Where is his teacher? Where are the other students?"

Abdullahi Charif *Courtesy of Fred Pritzker*

Warsame said his son was afraid of the water — so afraid that he wouldn't get his feet wet when walking around Lake Calhoun with his family.

While all drownings are tragic, cases like Abdullahi's are especially troubling because they took place in schools that parents trusted to keep their children safe.

His death has focused attention on inadequate staffing of many pools, including those in schools — and the need for swimming lessons, particularly for immigrant and minority children.

Legislation proposed by two Democratic lawmakers from Minneapolis, state Rep. Karen Clark and state Sen. Jeff Hayden, would require all public schools to teach swimming — or at least basic water-safety principles if the schools are not located near pools.

"Throughout the whole state, we have kids who are not learning to swim," Clark said. "It seems to me so basic that children would get that instruction. We've gone backwards, unfortunately."

But Clark's bill, and its companion in the Senate, have yet to have a hearing this year.

Although most people likely think schools are a safe haven, children drown at school more often than the public is aware of, said Tom Griffiths, a national consultant on water safety.

"Unfortunately, the way we conduct swimming lessons in school pools is just a recipe for disaster," he said. "It's a perfect storm."

Griffiths has offered expert testimony in lawsuits filed by victims' families against school districts. He said out of the dozen or so cases he's been involved with over the past few years, one thing stands out.

"The common element is there's no dedicated lifeguard on duty watching the children in the pool," he said. "The instructor is taking attendance, is getting equipment, is taking care of behavioral issues, and also trying to safeguard the children in the pool."

School officials around the country think physical education teachers can teach swimming at the same time they're scanning the water for students in distress. Over the past 25 years, aquatic-safety experts have determined that is impossible.

**CAMERON PARK COMMUNITY SERVICES DISTRICT
AND
SWIM TEAM**

**2016
MEMORANDUM OF UNDERSTANDING**

This Agreement is made and entered into on this _____ day of _____, 2016 by and between the CAMERON PARK COMMUNITY SERVICES District of El Dorado County, (hereinafter referred to as "District") and SWIM TEAM, (hereinafter referred to as "Swim Team"), for use of those certain premises, as more particularly described as follows: The Community Center Swimming Pool.

RECITALS

Whereas, District provides parks and recreation services and facilities to the Cameron Park community, including the operation and maintenance of the Community Park Pool, hereinafter referred to as "pool"; and

Whereas, District sponsored programs and services shall receive priority reserved scheduling and use of District-owned facilities; and reservations for the use of public facilities by other groups or members of the public shall be granted at the discretion of the General Manager and District staff, in accordance with the terms and conditions set forth in this agreement; and

Whereas, Swim Team desires to obtain a license to permit it "reserved" use of the pool facilities at pre-designated time periods and upon conditions specified herein during the 2016 season; and

Whereas, Cameron Park District Board of Directors has expressed its desire to support youth recreational activities such as team swimming, and

NOW, THEREFORE, in consideration of the terms and conditions herein set forth, the District and Swim Team mutually agree as follows:

AGREEMENT

1. **Grant of License.** Swim Team is hereby granted a nonexclusive license to occupy and use a portion of the community pool for the conduct of swim team activities including swim practices and swim meets on the terms and conditions specified herein. Swim Team, as the licensee hereunder, hereby accepts grant of this license and the terms and conditions specified in this license governing its use of District's pool facilities.

2. **Term of License.** The term of this license shall be from _____, 2016 through _____, 2016. The District as licensor and Swim Team as licensee may mutually agree to extend or modify the term of this license by means of a written amendment to

this license signed by both parties and attached to this MOU.

3. **Scope of Permitted Uses and Operation.** During the term of the license, Swim Team agrees that its sole use of the pool facilities shall consist of conducting swim team practices and swim team meets. The District and Swim Team shall share the pool from _____ to _____, 2016. During this period of time the pool will be open to the public and the District will provide lifeguard services. Commencing _____, 2016 through _____, 2016 – Swim Team shall be entitled to exclusive use of the community pool and facilities specified in Exhibit A, and Swim Team will be responsible for providing lifeguard services pursuant to section 5.2 hereof.

The District and Swim Team may revise the times and dates of use of community pool facilities by Swim Team by written agreement executed by both parties and attached to this MOU.

In the event the District is required to perform emergency maintenance or repairs of the pool facilities during Swim Team's scheduled use, Swim Team hereby agrees to cancel its usage of pool facilities for such days that such emergency maintenance and repairs are conducted. The District shall provide Swim Team as much advance notice as possible and will complete required repairs expeditiously so as to minimize the impact on Swim Team's use of the pool facilities. For any such scheduled days of usage cancelled due to the necessity to perform emergency maintenance or repairs by District, Swim Team shall have the option of requesting additional days or times of usage of the pool facilities to make up for usage time lost during the course of such emergency maintenance and/or repairs. The District will use its best efforts to accommodate such requests.

4. **Alterations and Improvements.** Swim Team as licensee may, at Swim Team's expense and upon District's prior written consent, make such changes, alterations, modifications and additions to the pool facilities necessary or convenient for the use of the community pool facility for swim team purposes. Any such change, alteration, modification, or addition shall comply with all zoning and building ordinances and regulations as well as all conditions and limitations imposed by District. All costs of such changes, alterations, modifications or additions shall be paid for by Swim Team. Swim Team is responsible for obtaining all plans, permits and any other requirements necessary to construct the improvements.

District may require that such changes, alterations, modifications and/or additions to the pool facilities to be installed or constructed by Swim Team shall be installed or constructed by licensed contractors. Copies of any and all written contracts between Swim Team and independent contractors retained by Swim Team to perform such work on the District's pool facilities must be provided to District for review and approval prior to issuance of District's written consent to Swim Team to perform such improvements, alterations or additions. All such construction contracts shall provide that both Swim Team and any independent contractor retained by Swim Team to perform such work shall agree to defend and indemnify the District against any claims for personal injury or property damage by third persons arising out of the design, construction or installation of such improvements, alterations or modifications to the facilities, and shall require that both Swim Team and any and all independent contractors retained by Swim Team to perform such work shall provide evidence of insurance for general

liability and property damage naming District as an additional insured on each such policy.

Upon the expiration of the term of this license, or any earlier termination thereof, licensee shall surrender possession of the pool facilities and all improvements, alterations, additions, and modifications constructed and installed thereon by Swim Team with the consent of District as provided above. If Swim Team is not in default under the terms of this license, Swim Team may remove any removable furniture, furnishings, and equipment originally installed by Swim Team, but shall not remove any fixtures or other equipment that are not removable without altering a component of the pool or pool facilities.

All improvements permanently affixed to the facilities of District or real property shall become the sole property of District without compensation or payment unless otherwise agreed to by the parties.

5. **Swim Team - Conditions to License and Use of Facilities.**

5.1 Swim Team shall conduct all swim team activities in a professional, safe, and dignified manner, and shall not permit any person participating therein to violate any District, County, State or Federal law, rules and regulations or cause damage to District property. Swim Team shall provide adequate adult supervision with a recommended ratio of 1 adult per 15 children during all scheduled pool use to ensure safe conditions and proper care of facilities and equipment. Swim Team shall be responsible for any damage to District property associated to the Swim Team use during their scheduled time.

5.2 Swim Team shall be solely and absolutely responsible for providing at its sole cost and expense, lifeguards who meet the California Health and Safety Code requirements (section 116033) as well as those requirements set forth by their General Liability carrier which encompasses CPR, First Aid, Coaches Safety Training and Lifeguard Training, which meet the criteria as set forth by the American Red Cross as well as that set forth by United States Swimming, to ensure the safety and protection for all persons, including but not limited to, Swim Team members, Swim Team staff, family and friends of Swim Team members and staff, and all participants and spectators when they are within the Aquatic Center for Swim Team purposes (including, but not limited to: swim meets, practices and special events or programs) pursuant to this Agreement. Swim Team assumes full responsibility for the safety of all spectators and participants attending their Swim Meets or Special Events, and shall conduct its activities so as not to endanger any person lawfully on the Aquatic Center premises.

5.3 Swim Team will check restroom facilities after completion of daily programs for cleanliness and to make sure area is empty of all patrons. In the event the swim team cannot successfully monitor the restroom facilities, District shall provide an additional paid staff member to be paid by Swim Team. If such check reveals the need for janitorial services or repairs, Swim Team shall immediately notify District personnel onsite.

5.4 Swim Team shall request and receive permission, in writing, from District for Swim Team to repair, improve and/or alter any District property comprising the pool facility pursuant to the procedures specified in Section 4, to benefit all facility users.

5.5 Swim Team shall assure that each member of the coaching staff has been fingerprinted by the Department of Justice and successfully passed a Department of Justice criminal background check which is required for each adult providing recreational services in the company of minors in District facilities pursuant to state law. Swim Team shall provide written certification of Swim Team's governing body that all Swim Team coaches and other personnel providing services to Swim Team members pursuant to this license have completed and passed the required criminal background checks.

5.6 Swim Team shall remove and replace pool covers before and after pool use unless District staff directs that pool covers are not needed a particular situation. District staff shall train Swim Team personnel on the proper methods and procedures for installing and removing pool covers before and after pool use.

5.7 Swim Team shall install and remove lane lines, before and after each pool use as arranged between Head Coach and Recreation Supervisor. Swim Team shall have the responsibility of enforcing the regulation of no sitting on lane lines in order to prevent damage to lane lines and pool anchors.

5.8 Swim Team shall maintain fenced pool area, lawn, plaza, deck, storage and restroom facilities in a clean, safe and orderly condition during and after every swim practice and swim meet.

5.9 Swim Team shall store all practice and meet supplies and equipment as follows:

- a) Daily practice items such as pull buoys, kick boards, and pace clocks shall be stored in designated area of pool facility. There is limited space for storage at facility – **location to be determined**
- b) Swim Team shall store all meet supplies off site and bring to the pool when hosting home swim meets

5.10 Swim Team shall collect all lost and found items during swim practices and meets and store them in the facility lost and found. Lost and found items will be disposed of on a regular basis during the season. Please leave nothing out after practices or meets. It may be thrown away.

5.11 Swim Team shall be permitted to contract with vendors to provide preparation, selling and consuming of food and beverage at the District's pool facilities during swim meets or swim practices, or may prepare, and sell such food and beverages itself. However, all such food preparation and sale activities shall be conducted in a manner consistent with the health, cleanliness and safety standards established by the California State Department of Public Health, El Dorado County Health codes and regulations, and other applicable local public health regulations. It shall be the responsibility of Swim Team to ensure that all food items are kept free from all contamination and served in accordance with applicable state and local health agency rules and regulations. If Swim Team retains vendors to provide food or

beverage service pursuant to the terms of this license, all permits issued to each such vendor for preparation and service of food and beverages shall be presented to the District for review and approval prior to the District granting permission for that vendor to sell food and beverage items within the District's pool facility. Before any vendor can be invited to attend a swim meet, El Dorado County Health Department permit and any other applicable permit must be given to the District for review and approval.

5.12 Swim Team may operate a portable snack bar for the purpose of Swim Team Fundraising at swim meets. All such operations must comply with all state and county health regulations as specified herein. All vendors that attend swim meets and/or practices must have prior approval by the District to assure that health permits and licenses are current with El Dorado County. Failure to follow these procedures and provide the District with copies of all applicable health permits prior to any event at which food or beverages will be sold will result in cancellation of all future swim meets at the pool facility pursuant to this license.

5.13 Swim Team shall not permit any amplified sound within the District pool facility prior to 8:00 a.m. or after 7:00 p.m. on any day of use. In addition, in consideration of Community Pool neighbors, Swim Team will make every effort to control non-amplified noise during such times. The District must be notified of all sound amplification equipment being used by Swim Team during practices or swim meets.

5.14 Swim Team shall contact the Recreation Supervisor to provide feedback and recommendations regarding facility conditions and District/Swim Team relations after each meet, or as needed, to ensure quality programming and customer service.

5.15 Swim Team shall report to the Recreation Supervisor any and all accidents, no matter how minor, immediately upon Swim Team first obtaining knowledge of such an accident. Swim Team shall also prepare a written Incident Report with respect to each such accident or incident describing the individuals involved and the circumstances surrounding the incident and shall file that Incident Report with the Recreation Supervisor or his or her designee as soon as practicable after such accident or incident occurs.

5.16 Swim Team agrees that, in the event of an electrical power blackout or electrical storm, the pool shall be vacated immediately and all swimming halted, until an authorized Swim Team contact has notified District personnel of such conditions. Only District personnel shall be authorized to determine when conditions within the pool facility have been rendered safe for resumed usage by Swim Team.

5.17 Swim Team shall provide the District with the Swim Team Board members and coaching staff contact information so that staff is able to make contact with the appropriate party should they need to.

5.18 Swim Team shall monitor one entry point when using the pool for practice. When Swim Team is sharing use of the pool prior to September 14, the entry point will be the entry point used by the public. The gate on the south side of the pool must remain locked during practice hours. When Swim Team is the sole user of the pool (September 14 onwards)

the gate at the west end of the pool – closest to the drop off circle will be the one entry point for the practices. This gate can be opened for swim meets.

5.19 Swim Team as licensee shall not use the pool facility in any manner that will constitute waste, nuisance, or unreasonable annoyance. Swim Team further agrees that it shall not use the pool facilities for any other use other than those specified herein without District's written consent.

5.20 Swim Team agrees to make timely payment of all monthly license payments and required security deposits within thirty days after the due date thereof as a condition of its continued licensed use of the District's pool facilities. Swim Team agrees that any failure to make timely payment of such license payments or security deposits will be grounds for immediate revocation of this license.

6. **District - Responsibilities of Licensor.**

District Agrees to:

6.1 Open and close pool facility based per reserved scheduled use. In case of emergency, District staff shall be called in the following order:

Jason Hitchborn - (530)306-0696
Tina Helm (530)919-2089

6.2 Operate and maintain parking facilities, restroom facilities, landscape, rescue equipment, pool equipment, pool facility, chemicals, and water temperature pursuant to District, County and State requirements, standards and codes. This includes ensuring the non-operation of sprinklers during facility use.

6.3 Maintain water temperature between 78-84°F. An on-site facility staff member shall verify water temperature with a Swim Team representative upon request by the Swim Team.

6.4 A staff member to check restroom and pool facilities before and after each swim practice and meet. In the event the restroom facilities cannot be successfully monitored by the Swim Team, the District shall provide an additional paid staff member to be reimbursed by the Swim Team.

6.5 District staff shall open and close the facilities for practices.

6.6 Provide Pool Rules for distribution by Swim Team to each swim team family.

6.7 Schedule a meeting between District Representative and Swim Team President and staff prior to July 15 to discuss protocol between District staff and Swim Team staff.

6.8 Safety Room can be used for staff and coaches as a cool down/rest area

when needed. No Swim Team participants or parents allowed in room at anytime. Swim Team shall use no other supplies, or equipment including first aid supplies unless an emergency condition exists. Board members and coaches may access the room upon scheduled swim meet days.

6.9 District staff may close the facilities in the event of unsafe conditions.

7. **Compensation.**

Swim Team as licensee shall pay to District for the right to occupy and use the pool facilities a monthly license fee in the amount of \$4,837.50 commencing August 15, 2016 and continuing on the 15th day of each month thereafter with the last payment due November 15, 2016 for a total license fee of \$19,350.00. Any such monthly installment payment made more than ten (10) days after the due date will be considered late and grounds for revocation of this license.

8. **Security Deposit.**

Within 30 days after the execution of this agreement, but in no event later than August 15, 2016, Swim Team will pay to District a season refundable deposit of \$850.00. The purpose of the security deposit is to reimburse costs expended by the District in repairing damage to District facilities caused by Swim Team's use of the facilities pursuant to Section 14 hereof; to reimburse District costs for operations and maintenance exceeding the District's estimated costs; and to be applied to unpaid compensation in the form of monthly license payments. In the event the District utilizes the security deposit for such purposes, the District shall provide written notice to Swim Team within three (3) days of the amount of the security deposit used, the purpose for such use, and the amount of additional funds required to be deposited by Swim Team to return the total security deposit to the amount of \$850.00. Should Swim Team fail to deposit additional funds necessary to obtain a security deposit to a balance of \$850.00, such failure would be grounds for the suspension of this license. The license may be revoked if Swim Team fails to pay all funds due within three (3) days from the date this license was suspended. This deposit will be reviewed at the conclusion of each season, as indicated in Paragraph 9.1. Individuals, coaches, or team parents may not reserve any outdoor District facility, using the Swim Team's deposit, for their (individual) respective team event or activity.

8.1 At the conclusion of the season the deposit will be returned to Swim Team after District deducts amounts required to reimburse it for any repairs or damages caused by Swim Team's use as specified in Paragraph 14, or for extraordinary operations and maintenance expenses incurred due to Swim Team's use.

9. **Schedules.**

Swim Team has prepared and submitted to District – Pool Facility Use Schedule – Exhibit A. In the following seasons Swim Team shall prepare and submit prior to renewing this agreement, a schedule of the dates and times for practices and swim meets for the next season. This schedule shall be given to the District prior to April 1 (if possible) of each calendar year to

assure that all requested dates can be reserved. Any changes to the dates after submittal are not guaranteed and the District can refuse them. The schedule of practices and swim meets shall be coordinated with other user groups which have agreements for use of District facilities with the District and/or any other programs which currently utilize the pool and other facilities so that no facility use conflict arises. The District shall approve all practice and meet schedules.

10. **Responsibility for Repairs.**

10.1 Inspections. Upon execution of this agreement and again at the end of the license term, Swim Team shall contact District to conduct a joint inspection of the facility to determine the condition of the pool, bleachers, stands, starting blocks, fences, water systems, and other facilities, equipment, and appurtenances.

10.2 Upon expiration of the license, or termination of the license prior to its natural expiration, the pool shall be left in as good a condition as existed at the beginning of the license term. Representatives from the District and Swim Team shall inspect the facilities and all damage, other than ordinary wear and tear, caused by Swim Team and/or its officers, agents, employees or program participants shall be repaired by the District in accordance with its policies and standards. The District may deduct the costs of repairing such damage from the \$850.00 deposit, as indicated in Paragraph 9, and invoice the Swim Team for any greater amount. Swim Team shall remit payment in full within thirty (30) days from the date of invoice. Should Swim Team fail to remit payment as required, the District may enter into mediation with Swim Team to recover payment. If this is unsuccessful the District may proceed with legal action to enforce the provisions of this agreement, and the prevailing party shall be entitled to recover its reasonable costs and attorney's fees.

11. **Buildings.**

Swim Team may reserve District buildings on a space available basis, free of charge, for the purpose of conducting swim team board meetings. Swim Team's use is subject to groups paying rental fees, which groups shall have priority use of such facilities. Therefore, the District may deny access of District facilities to Swim Team in the event of a conflict of use with users who will be paying the District for such use. Registration and Other Uses i.e. team registration, fundraisers or other social events, Swim Team will be charged rental fees per the District's regular fee schedule. If space allows, Swim Team will be permitted use of gym/classroom for dry land, watching videos (inclement weather options).

12. **Non-Liability of District for Damages and Indemnification Agreement.**

12.1 This MOU and license is made upon the express condition that District is to be free from all liability and claims for damage by reason of any injury to any person or persons, including Swim Team, its agents and employees, or by reason of any injury to property of any kind whatsoever, and to whomever belonging, including Swim Team, its agents and employees, from any cause or causes whatsoever, in, upon or in any way connected with the premises used by Swim Team during the term of this MOU and license, or any extension thereof,

or any occupancy hereunder.

12.2 Swim Team hereby agrees to defend and to indemnify District and save District harmless from any and all claims, liability, damage expense, causes of action, suits or judgments, together with any and all costs of expenses connected with the investigation or defense thereof, including legal fees incurred in connection with said investigation and defense arising out of any such injuries or losses as described in Paragraph 12.1 above, however occurring. This indemnification is effective and shall apply whether or not any such action is alleged to have been caused in part by District as a Party indemnified hereunder. This indemnification shall not include any claim arising from the sole negligence or willful misconduct of District or its employees.

13. **Insurance.**

13.1 General Public Liability and Property Damage Insurance.

Swim Team agrees that it will, at all times during the term hereof, at its own expense, maintain and keep in full force and effect in a good and responsible insurance company or companies authorized to transact business in the State of California, a general public liability and property damage insurance policy naming both District and Swim Team as the insured thereunder covering the premises, Swim Team's operation, and the contingent liability of District. Said insurance shall have limits of not less than One Million Dollars (\$1,000,000.00) for personal injuries as a result of any one occurrence on account of liability and a limit of not less than Five Hundred Thousand Dollars (\$500,000.00) for property damage.

Each policy shall insure performance by Swim Team of the indemnity provisions of this paragraph. Both parties shall be named as co-insured and the policy shall contain cross-liability endorsements. Swim Team further agrees to deposit with District the original or a certificate of such insurance and the original or certificate of each renewal policy at least ten (10) days prior to the expiration of any then current policy. Swim Team agrees that if it does not keep said insurance in full force and effect, then District may revoke this license.

Swim Team shall obtain a written obligation on the part of the insurance carrier to notify District in writing prior to any cancellation or modification of the current policy.

13.2 Workers' Compensation Insurance.

Swim Team agrees that it will, at all times during the term of this MOU and license, at its own expense, obtain and keep in full force and effect, workers' compensation insurance as required by law with coverage extending to all of Swim Team's employees, whether permanent, temporary or seasonal, and name District as an additional insured. Said policy shall be carried with an insurance company whose ratings are acceptable to District. Swim Team agrees to deposit with District a certificate of such insurance and a certificate of all renewal policies, at least ten (10) days prior to the expiration of any then current policy. Swim Team shall obtain a written obligation on the part of the insurance carriers to notify District in writing prior to any cancellation or modification thereof.

14. **Administration.**

A representative from the District is hereby appointed to administer this agreement and the license granted hereunder on behalf of District and is authorized to act on behalf of the District wherever and whenever this agreement calls for action by the District. Upon notices of termination, District and Swim Team shall comply with all the provisions of Paragraph 12.

15. **Assignment and Subletting.**

Swim Team shall have no right, authority or power to sell or assign its license rights herein granted to any other person, nor shall Swim Team have any right, authority or power to allow or permit any other person or party to have any interest in this MOU and license without the written consent of District. It is the purpose and intent of this MOU and license to grant said license rights solely to said Swim Team and neither directly nor indirectly to any other person or party. The assignment, subletting or encumbrance of said license rights without the prior written consent of District shall be void and, at the option of District, shall terminate this MOU and license. No assignment shall relieve Swim Team of its obligations under the terms of this MOU and license. The written consent of District to one assignment, occupation or use by another person shall not be deemed to be a consent to any subsequent assignment, subletting, occupation or use by another person.

16. **Renegotiation.**

District and Swim Team retain the right to renegotiate the terms and conditions of this MOU and license which option is exercisable on an annual basis on the anniversary date of this MOU and license. Both District and Swim Team may exercise the right to request renegotiation by giving not less than thirty (30) days written notice to the other party of the exercise of such right. District and Swim Team agree to enter into such negotiations, if any, in good faith. In the event a mutually acceptable modification of this MOU and license cannot be agreed upon by the parties during such renegotiation, then this MOU and license shall immediately terminate.

17. **Negation of Partnership.**

District shall not become or be deemed a partner or joint venture with Swim Team by reason of the provisions of this MOU and license.

18. **Non-Waiver.**

The failure of District to terminate this MOU and license for any violation shall in no way bar, stop or prevent District from terminating this MOU and license thereafter.

19. **Complete Agreement.**

This instrument contains all of the agreements and covenants made between the parties to this MOU and license and may not be modified orally or in any other manner than by agreement in writing signed by all the parties to this Agreement or their respective successors or assigns.

WHEREFORE, the parties hereto have executed this agreement on the day and in the year first above written:

CAMERON PARK
COMMUNITY SERVICES DISTRICT

SWIM TEAM
SWIM TEAM

Mary Cahill
General Manager

Date

NAME
Team President

Date

EXHIBIT A

SWIM TEAM SWIM TEAM (Season dates)

Pool Facility Use Schedule

Facility Scheduling and Fees

Swim Team shall follow District procedure and pay normal District facility use rates for renting any of the facilities needed for the Swim Team. Please contact the following staff member:

Tina Helm, Recreation Supervisor

office: (530) 350-4655

There will be a review of the 2016 season that will occur prior to December 15, 2016 to prepare for the 2016 season in order to review the Swim Team budget and fees.

Aquatic Center Pool Cost Analysis

DRAFT

Cameron Park Pool 2015 Revenue and Expenses

Submitted by: Tina Helm - Recreation Supervisor

Without the Swim Team

DRAFT

| Revenue | 2015 | | Expenses | 2015 | |
|--------------------------------------|------|------------|---------------------------------|---------|-----------|
| Pool Passes | 134 | \$ 22,603 | Staff | | |
| | | 527 people | Lifeguard | \$11.45 | \$ 56,506 |
| Family Pass - @\$155 | 109 | \$ 16,895 | | | |
| Individual Pass - @\$70 | 10 | \$ 700 | | | |
| Senior Pass - @\$65 | 6 | \$ 390 | pool entrance | \$11.00 | \$ 4,895 |
| Non-Resident Family Pass -@\$195 | 9 | \$ 1,755 | | | |
| Non-Resident Individual Pass - @\$90 | 0 | \$ - | | | |
| Non-Resident Senior Pass - @\$80 | 0 | \$ - | | | |
| combo passes | 26 | \$ 2,863 | Concession supplies | \$ | 400 |
| Swim Lesson | | | | | |
| Group Lesson | 324 | \$ 22,362 | Electricity | \$ | 12,325 |
| Private Lessons | 86 | \$ 6,665 | Chemicals | \$ | 24,311 |
| | | | Propane | \$ | 1,392 |
| Pool Parties | 25 | \$ 1,325 | Equipment Costs | \$ | 8,000 |
| | | | Household Supplies | \$ | 1,000 |
| Water Aerobics | 558 | \$ 3,349 | Maintance Staff/Labor Costs | \$ | 9,000 |
| Lap Swim | 143 | \$ 1,194 | Staff Costs Admin/HR/Supervisor | \$ | 5,000 |
| | | | Government Fees & Permits | \$ | 3,250 |
| | | | | \$ | 126,079 |
| Daily Pool Entry | 4525 | \$ 18,036 | | | |
| Concession | | \$ 908 | | | |
| Subtotal | | \$ 76,442 | | | |
| Swim Team Fall | | \$ 19,350 | | | |
| | | \$ 95,792 | | | |

| | | |
|-----------------------|-----------|-----------------|
| 2015 | | |
| Total Expenses | \$ | 126,079 |
| Total Revenue | \$ | 95,792 |
| Net | \$ | (30,288) |

**** Please note cost does not include items such as:
Pool covers, pool tiles, concrete sealant, lane lines,
starting blocks, computer etc.**

Agenda - 12.7.15

Attachment E

- Opening Remarks (Sharks)
- Sharks & CP CSD Priorities / Processes
- Historical cost background
 - Demographics & Registration #'s
 - 2010 - 2016
- Issues - Opportunities - Action Plan
 - Solutions
 - Optimizing & sharing costs to maintain services
 - Action plans with accountable time tables
- Sierra Sharks
 - Timelines & Expectations
 - Current Situation
 - Compromised solutions
 - Working Session: Timelines & Priorities

To: Sierra Sharks Board of Directors
From: Tina Helm –Recreation Supervisor
RE: 2016 Pool Sharks Season
Date: November 10, 2015

The Sharks have been at the Community Center pool since it opened in 2010 which is 6 years already. The district enjoys working with the team and the families that are a part of the program. The sharks have had the benefit of extensive and flexible opportunities for pool usage, and in return the district has provided the teens with summer employment, we feel this has been a mutual benefit.

Sharks Contributions:

- Serving youth in the community
- Providing skillset to youth
- Competitive swim opportunities, family time, team building
- Quality coaching staff
- Sense of Community (Team Spirit)
- Athletic Outlet

District Contributions:

- Safe, family friendly environment
- Facility
- Trained guards
- Trained maintenance staff
- Marketing in the activity guide
- Meeting space
- Use of starting blocks, cones, flags, lanes, etc
- Employ community youth as lifeguards

Future Capital need are:

- Replacement of lane lines
- Tarps
- Pool tiles
- Pool chairs
- Tables
- cones

As you know our programs are growing and we need to have the latitude in continuing those programs during the time that the sharks use the pool. We will be offering expanding programs in May and the district will need to have the lifeguards on duty.

Some of the areas that we discussed are attempting to find a location for storage and I think we are close to getting some resolution with this. Additionally the district is starting to see the wear and tear on the lane lines, tarps, pool tiles, tables, chairs, pop ups, cones, and starting blocks are just a few

examples. We provide a meeting room at no cost when needed – the 36 hours a year at the non-profit rate would be \$1350 - normal rate would be \$1800.

Hours of pool time has increase on a yearly basis. With the increased hours has come an increase cost to use the facility – both for pool time and staff time.

I have attached the comparison of other swim teams and agencies with pool times and public swim time.

During the summer season, the sharks use the pool for 8 hours a day. Most other agencies allow their swim teams in their pools for 3 hours to 7.25 hours depending on the team.

The sharks are in the pool for 5 hours in the mornings whereas as other teams use the pools in the mornings from 1.75 hours to 4.5 hours for an average of 3.25hours. The sharks use the pool in the afternoons for 3 hours whereas other teams use the pools in the afternoons from 1 hour to 3.25 hours for an average of 1.85 hours.

City of Folsom increases their fees on an annual basis of 5% across the board

The district has not reviewed its budget for 16/17 year

The pool rate has not increased during the 6 year relationship while swim registration fees have increased. Staff recommends that the fee increases to \$56.65/hr. on the pool use to reflect a 3% increase (\$1.65 increase). Costs for utilities, chemical and supplies have all increased.

After analyzing this, district staff would respectfully request that the shark's board support a rate increase for the pool use of \$1.65/hr to support the increase in maintenance costs, utilities, chemicals and supplies. For the 2016 season, the lifeguard rate will not be increased and remain at \$16.63/hr.

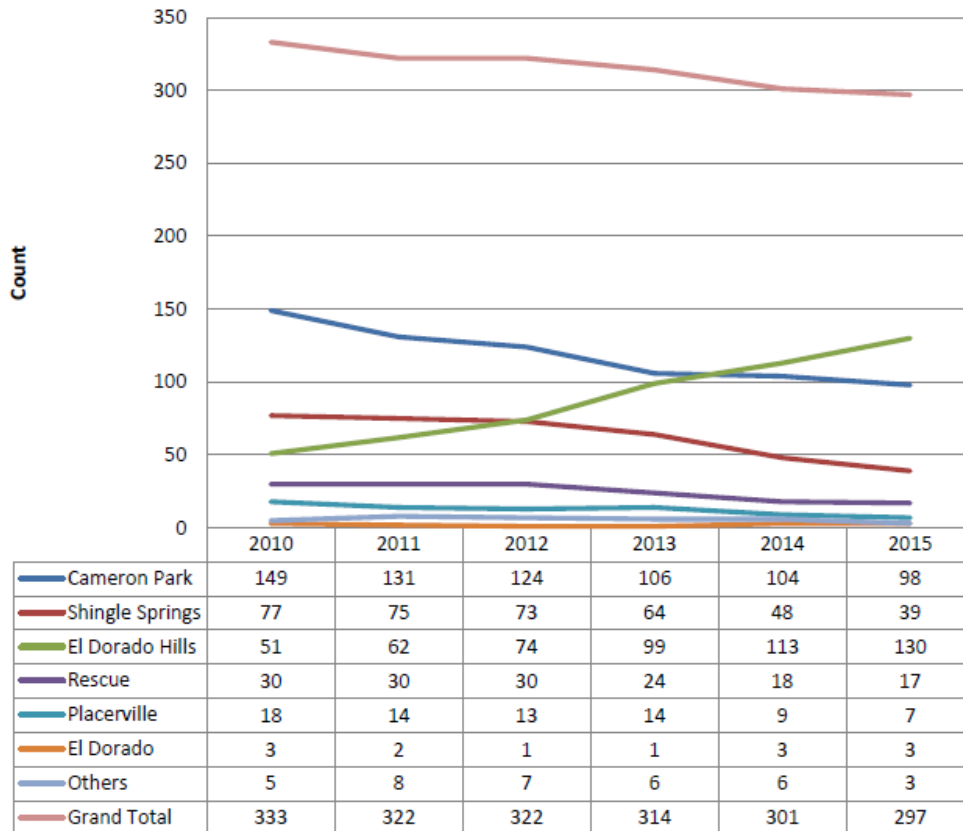
Thank you

Cc: Mary Cahill

Cc: J.R Hichborn

| Years | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 14-15 Change |
|--------------------|------------|------------|------------|------------|------------|------------|--------------|
| Cameron Park | 149 | 131 | 124 | 106 | 104 | 98 | -6% |
| Shingle Springs | 77 | 75 | 73 | 64 | 48 | 39 | -19% |
| El Dorado Hills | 51 | 62 | 74 | 99 | 113 | 130 | 15% |
| Rescue | 30 | 30 | 30 | 24 | 18 | 17 | -6% |
| Placerville | 18 | 14 | 13 | 14 | 9 | 7 | -22% |
| El Dorado | 3 | 2 | 1 | 1 | 3 | 3 | 0% |
| Others | 5 | 8 | 7 | 6 | 6 | 3 | -50% |
| Grand Total | 333 | 322 | 322 | 314 | 301 | 297 | -1% |

Registration by City



- 25% decline in Cameron Park / Shingle Springs
- 15% increase in EDH due to over flow from EDH Taz or capped registration

Pool Rate

PRO'S

- \$55.00/hour or \$5.50 per lane since 2010

CON'S

- CP CSD is planning to increase rate to \$56.50
- Incremental cost is \$_____

SOLUTION

- Reduce # of lifeguards by 50% (2 to 1 guard)
- Waive Spring lifeguards

PRO'S

- Sierra Sharks investment to CSD
- Practice - \$17,253
- Lifeguards - \$13,886
- 3 events - \$1,092
- Utility fee - \$2,000

TOTAL \$34,231 - 2014

CON'S

- **Lifeguard costs -**
 - a). 40% of budget is absorbed by lifeguard platform
 - b). Spendings not effective for a Summer recreational team / non-profit

SOLUTION

- Waive Spring PM lifeguards - 1 month only
- Reduce lifeguard count by 50% & from 2 to 1 guards during all practices
- CP CSD encouraged to compromise on lifeguard costs or risk Sierra Sharks of reducing level of participation in 2016 & future years.

PRO'S

- Strive for Pool usage - 9 months
- Year & Masters swim
- Fall window should have water polo, High School teams & swim clinics

CON'S

- Current Pool usage - Sharks = 3 months - Aqua Sol = 3 months
- Sharks are subsidizing Lifeguard costs
- Slow decision making

SOLUTION

- Assign task force to work with CSD (Mary & Parks & Rec)
- CP CSD inconsistent with Lifeguard charge approach & encouraged to develop a policy that aligns with all parties

Sierra Sharks

Future vision

Sierra Sharks swim team - CSD

| YEAR | CSD contract | Utility Fee | Grand Total |
|------|--------------|-------------|--------------------|
| 2009 | Pondo High | \$ - | \$ - |
| 2010 | \$24,286.00 | \$ - | \$24,286.00 |
| 2011 | \$27,412.00 | \$ - | \$27,412.00 |
| 2012 | \$29,432.00 | \$ 3,000.00 | \$32,432.00 |
| 2013 | \$32,996.00 | \$ 2,000.00 | \$34,996.00 |
| 2014 | \$33,109.00 | \$ - | \$33,109.00 |
| 2015 | \$32,925.00 | \$ - | \$32,925.00 |
| 2016 | | \$ - | |

Budgets:

1. “Large” Related costs imbedded into lifeguards:
 - 40% of Sharks budget is spent on guards
 - 40% is not an efficient means to spending
 - Maintain safety measures by mandating Sharks coaches to be CPR certified (consistent approach with other tenants. Ie. Aqua Sol)
2. Custom Specific Initiatives
 - Waive lifeguard Spring practices or Reduce # of lifeguards by 50% (practices & swim meets)
3. Incentives (focused on specific gaps & comprise a mutual solution)

Call to Action



1. Waive PM spring lifeguard fees

- Demonstrates a compromise for a long term solution
- Request for immediate approval. If not, requesting for Mary to bring up pro's & con's at December Board meeting...outlining risks & potential vacancies

2. Task Force Development/Committee

1. Aquatic Development – ensures a consistent rental approach for year round, summer rec., & water polo (consistent approach)
2. Buys more time for CP CSD & Sierra Sharks to implement a mutual solution
3. Explore Best Practices – year round & other rec teams throughout N. CAL

Thank You!



2016?



*Cameron Park
Community Services District*

Agenda Transmittal

DATE: February 17, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #6: EL DORADO DOG OWNERS' GUILD (EDDOG) UPDATE

RECOMMENDED ACTION: Receive, Discuss and Action as Appropriate

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

The El Dorado Dog Owners' Guild (EDDOG) has decided to disband and made a presentation to the Cameron Park Community Services District (CPCSD) Board of Directors on January 20, 2016, met with CPCSD staff on February 3, 2016, and presented information at the Parks and Recreation Committee meeting on February 8, 2016, regarding relinquishing Cameron Park activities to the CPCSD.

The meeting with staff on February 3rd was to receive the Pooch Plunge event information, memorial brick layout review, update on remaining funds and discuss a bench and plaque to be located in the large dog park.

The popular Pooch Plunge will continue to be held at the Cameron Park Lake lagoon on the Saturday, August 13, 2016. Volunteers from the disbanded EDDOG may be interested in assisting CPCSD staff with this event. This event will be operated by CPCSD staff.

EDDOG has sold memorial bricks to be installed at the Hacienda Dog Park. It was suggested that some volunteers from EDDOG may have an interest in volunteering for the event. They will take the responsibility of finishing what they have started with this project and anticipate project completion in March, 2016.

EDDOG will deposit funds into the Foundation account to support the Hacienda Dog Park.

EDDOG has suggested that the District continue the brick sales, kicking it off with the Pooch Plunge event and keeping the sales within a short window of time, perhaps three months. This would encourage meeting a timeline. This could be done once a year.

A suggestion was made to have the District restrict fundraising to Pooch Plunge and brick sales to help fund Hacienda Park.



Enhancing the quality of life for dogs and their owners in El Dorado County

January 3rd, 2016

Greg Stanton, President
Margaret Mohr, Vice President
Scott McNeil, Director
Amy Blackmon, Director
Holly Morrison, Director

Mary Cahill, General Manager
Cameron Park Community Services District

Re: Letter of Understanding between El Dorado Dog Owners Guild (EDDOG) and Cameron Park Community Services District (CPCSD).

Dear Colleagues

After almost ten years of dog park advocacy in El Dorado County and in the spirit of full disclosure, representing the Board of Directors of El Dorado Dog Owners Guild, we wish to inform you of our intentions to cease operations as a non-profit, 501(c)3 organization. As a result, the current Memorandum of Understanding between our two organizations, November 2013, will become null and void. To EDDOG's credit and in partnership with the CPCSD we have built the first off-leash dog park on the western slope of the Sierra Nevada Foothills. We have also been instrumental in shepherding the construction of the El Dorado Hills Community Park dog park in El Dorado Hills.

By Spring 2016, we will have completed all key commitments to our members and contributors in regard to the Hacienda Park dog park project. In order to faithfully execute our mission and to fulfill certain expectations between EDDOG and the CPCSD we would like to outline our intentions and request your assistance and agreement to the following:

1. We have the tacit agreement of the Cameron Park Community Foundation (CPCF) to accept stewardship for any remaining funds that we have raised from Memorial Brick sales and fundraising challenges and place them in a restricted fund for future Hacienda Park Dog Park amenities and maintenance. As per this agreement, established at a meeting between the CPCSD General Manager Mary Cahill, the Board of the CPCF and EDDOG Board Members on July 8th, 2015, the CPCSD shall continue the Pooch Plunge & Laps at the Lake event and Memorial Brick Program for Cameron Park and all funds generated shall be held by the Foundation, as agreed, for the dog park.
2. In fulfillment of our donor recognition commitments, the Cameron Park Memorial Bricks will be installed in Hacienda Park, as weather permits, within the next 4-8 weeks. The brick

location was chosen by the late Parks Superintendent Paul Ryan, a wonderful partner in the construction of the park, with additional approvals from JR Hitchborn, the CSD park staff and the EDDOG Board of Directors. The bricks will be installed between the large and small dog park entrances where the inscriptions will be readily visible to all dog park visitors.

3. EDDOG plans to purchase an additional bench in recognition of major supporters and contributors and we respectfully request that the CPCSD installs the bench in the large dog park.
4. Pooch Plunge & Laps at the Lake has been an annual ritual for the past seven years. As per our agreements this celebration will continue to be held at the end of summer for many years to come, particularly for the dogs, who always have such a great time on the beach and in the lagoon. We are assisting CSD staff in the creation of an Event Planning Binder. Additionally we are donating all the street sign advertising banners which are editable by date. While EDDOG will no longer be organizing this event we hope that the CPCSD will call on EDDOG Board members and supporters to provide assistance at the lake on that day. Many EDDOG members have already expressed a desire to volunteer in 2016!

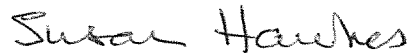
We are grateful for the partnership that culminated in the dream becoming a reality - the first off-leash dog park on the western slope of the Sierra Nevada Foothills in Cameron Park where the dogs can run freely. The dog park is an accomplishment for which we should both be very proud. We thank you.

Sincerely,



Holly Morrison - President

Greg Stanton - President

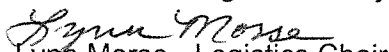
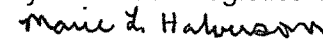
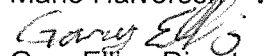



Susan Hawkes - Acting VP/PR Chair

Margaret Mohr - Vice President


Delphine Ukatovic - Treasurer
Debra Silverberg - Secretary

Mary Cahill - General Manager
CPCF


Lynn Morse - Logistics Chair
Marie Halverson - Volunteer Coordinator
Gary Ellis - Director
Scott Gross - Director

El Dorado Dog Owners Guild

www. EDDOG.org; EDDOGdogpark@gmail.com; 530-676-9699; Tax ID# 04-3843258

*Cameron Park
Community Services District*

Agenda Transmittal

DATE: February 17, 2016

FROM: Mike Smith, Battalion Chief

AGENDA ITEM #7: **CAMERON PARK COMMUNITY SERVICES DISTRICT
ORDINANCE NO. 2014.09.17 – AN ORDINANCE OF THE
CAMERON PARK COMMUNITY SERVICES DISTRICT
AMENDING THE “WEED AND RUBBISH ABATEMENT”
ORDINANCE NO. 2010.3.17 WITHIN CAMERON PARK
COMMUNITY SERVICES DISTRICT**

RECOMMENDED ACTION: Receive, Discuss and Action as Appropriate

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

Background: The CPCSD Board established a weed abatement program around 1999/2000 with several revisions which enables the Fire Department to require vacant lot owners to remove hazardous (combustible) vegetation from their lots, where such vegetation constitutes a threat to adjoining improved lots. Notices will be sent to the lot owners by February 15th and requiring them to abate the nuisance by April 1st, 2016. If the hazard is not abated by the deadline the CSD or the Fire Department they may, by Board Resolution, hire a contractor to abate the hazard and place a lien on said property.

Overview: The current ordinance (2014.09.17) timelines and enforcement procedures have been recognized to be ineffective. If vacant land owners within the Fire Department boundaries do not adhere to the ordinance a contractor will be hired to abate said hazard and lien action will take place. The proposed revision of current ordinance lien(s) would be submitted to the CSD Board of Directors no later than the June Board meeting to be approved. Once approved the District shall transmit the notice of such special assessment levied on real property pursuant to the County Auditor/Tax Collector of El Dorado County with instructions to collect the special tax assessment on the real property tax rolls for the ensuing fiscal year. Such notice shall be transmitted to the County Auditor/Tax Collector prior to August 10 in any fiscal year.

Attachment A – Memo from David McMurchie, Legal Counsel

Attachment B – PowerPoint presentation

Attachment C – Current Ordinance No. 2014.09.17

Attachment D – Revised Ordinance No. 2014.09.17

Memo

To: Board of Directors
Cameron Park Community Services District

FROM: David McMurchie, Legal Counsel

DATE: February 17, 2016

AGENDA ITEM #7: **CAMERON PARK COMMUNITY SERVICES DISTRICT
ORDINANCE NO. 2014.09.17- AN ORDINANCE OF THE
CAMERON PARK COMMUNITY SERVICES DISTRICT
AMENDING THE “WEED AND RUBBISH ABATEMENT”
ORINANCE NO. 2010.3.17 WITHIN CAMERON PARK
COMMUNITY SERVICES DISTRICT**

Pursuant to a request from the fire committee to provide for discretionary as opposed to mandatory enforcement of the District's existing weed abatement ordinance, I have prepared the following revisions which are underlined for Board review and discussion. Once the final language is approved by the Board, we can commence the process or amending the existing ordinance. The amendment process will entail a first reading of the amended ordinance which could occur as early as the March board meeting. Staff will then publish notice of a public hearing on the adoption of the amendments to the ordinance. That public hearing can take place at the April board meeting. If the amended ordinance is approved by the Board at that meeting, it will become effective 30 days after the date of that meeting.

The amendments consist of the following:

1. Sections 8 has been amended to permit the enforcement officer discretion as to whether to commence the formal enforcement procedure which culminates in the District hiring a contractor to perform the required abatement work, paying the costs of such abatement, and recovering those abatement costs through property taxes on the property, or initiating an informal meet and confer process with property owners who have failed to clear their property as required by the ordinance. The purpose of the meet and confer process is to explain the enforcement process and costs to those property owners who have ignored prior notices to clear their property, with the objective of arriving at a mutually agreed upon method for completing the necessary abatement work. The purpose of this amendment is provide for an alternative means of enforcement in light of the fact that the District does not have the funds to pay for inspection and abatement work on all of the parcels whose owners may neglect to perform the abatement work on their own as required by the ordinance.

2. Section 9 has been retained because I believe that it is necessary that the district retain the ability to enforce the ordinance in certain situations that involve significant threats to public safety and which may justify the advancing of funds by the district to complete the necessary abatement work pending reimbursement from property tax payments on the property in the following fiscal year, an approximate 8 month waiting period for full reimbursement to the District. The District has no liability for failure to enforce the ordinance in all cases, nor for its failure to inspect all properties that may require inspection under the ordinance. The Government Claims Act provides statutory immunities to the district which insulate it from liability against claims by property owners or others that they have been unfairly singled out for enforcement proceedings under the ordinance. Pursuant to Government Code section 820.2 the District has immunity for all of its discretionary acts, including its decisions as to whether to enforce the ordinance at all, or decisions as to which properties merit enforcement proceedings under the ordinance based on the safety risks that such properties pose and the funds available to the district to perform the necessary abatement work. In addition, under Government Code section 818.6, the district has a separate immunity from liability for its failure to inspect property under the ordinance, or its negligent inspection of property. Therefore there is no risk to the district in keeping the enforcement provisions of the ordinance in section 9 "on the books" in case such enforcement powers are necessary in the future. Without such enforcement provisions in the ordinance, the District would have no power to abate a dangerous condition or to recover its costs for doing so.

3. The balance of the revisions establish a timeline for enforcement. Section 9A has been added to provide for a preliminary notice to clear property to all property owners by Feb 15 in each year with compliance required by April 1. After inspection those properties which have not been voluntarily cleared by their owners by April 1 will be subject to either formal enforcement procedures commencing with the mailing of a Hazard Abatement Notice, or, in the alternative, an informal meet and confer process with the enforcement officer to attempt to agree to a method and timeline for clearing that particular owner's property. The ordinance timeline assumes that the Hazard Abatement Notices will be mailed on April 1.

In those situations in which a Hazard Abatement Notice is deemed to be necessary by the enforcement officer, the new timeline amendments provide that after receipt of the Hazard Abatement Notice the property owner has 15 days to clear the property by April 15. The property owner also has 15 days to appeal the Hazard Abatement Notice to the Board (April 15 if the owner owns property within the district and 20 days (April 20) if the owner resides outside the district. It is assumed that the Board decide any appeals either at the April or May board meetings. For all property owners receiving Hazard Abatement Notices who do not appeal, the District can start hiring contractors to perform the work in late April and May. For those who do appeal the hiring of contractors may be postponed until late May at the latest. Staff will keep track of the abatement costs incurred on each parcel selected for formal enforcement procedures during the months of May and early June and have that report done by 15 days prior to the June board meeting. All property owners whose properties have been cleared by the district need to be given 15 days notice of a public hearing on such abatement

costs which hearing will take place at the June board meeting. At that meeting the Board will approve a resolution specifying the abatement costs incurred by the district against each parcel and directing that a lien against the property be recorded and the amount of such costs transmitted to the county tax collector for collection on the property tax roll for the next fiscal year. Each such property owner will be notified by mail of the Board's determination and advised that if they do not pay the costs to the district by August 1, that the lien and property tax collections processes will go forward. If no payment is received by August 1, the district will have adequate time to transmit the board resolution to the county tax collector to transfer such abatement costs to the property tax roll for each such property, which report must be transmitted to the county tax collector by August 10.



HISTORY OF CAMERON PARK CSD WEED ABATEMENT ORDINANCE

OVERVIEW

- Weed abatement program established in 1999/2000 under CSD direction
- 2003-2013 Fire Safe Council volunteers or staff inspected vacant parcels within district
 - For the past three years no Fire Safe Council volunteers or staff for inspecting vacant lots
 - On complaint basis only – if someone calls on a vacant lot, fire department will look up address and send another letter asking for compliance
- Average vacant lots within district is 300
- Average compliance within district is approximately 65%
 - Non compliance lots is approximately 105 lots

ESTIMATED COSTS OF CLEARING LOTS

- CSD to hire licensed contractor(s)
- Average costs to clear vacant lots between \$1000-\$5000
- Average cost approximately \$157,500 ($\$1,500 \times 105$ lots)



CHALLENGE TO DISTRICT

- ✓ Include funding for Weed Abatement Ordinance to annual budget
- ✓ No personnel to enforce ordinance – Hire staff
- ✓ Money to abate vacant lots
 - ✓ Possible reimbursement through the lien process / county auditor - tax collector
- ✓ Complete lien process for July's CSD Board meeting – need approval
 - ✓ County Board of Supervisors to approve CSD lien(s) by August 10th

PROPOSED ORDINANCE TIMELINES

- February 15 First letters goes out to vacant landowners (Deadline April 1st)
 - 4th wk March Initial Inspections of vacant lots per first letter
 - April 1st Hazard Abatement Notice letter to all non-compliant property owners (Deadline May 1st)
 - May 2 Second compliance inspection
 - May 3 **START ENFORCEMENT PROCEDURE**
 - Bids from vendors
 - May 10 Timeline (7 days) for property owner to appeal to CSD Board of Directors
 - 3rd wk May Board of Directors will deny or grant appeal at board meeting and orders hazardous vegetation removed by private contractor(s)
 - 3rd wk June Board adopt a resolution approving abatement charges on each parcel and send out demand for payment in addition to published notice to property owners.
- **COLLECTION OF COSTS**
 - July 9-15 Itemized report of costs for abatement to Board of Directors
 - Jul 24 Report filed within 15 days of confirmation hearing to GM
 - Aug 1-5 Transmit to County Auditor/Tax Collector (should be prior to Aug 10)

ORDINANCE NO. 2014.09.17
AN ORDINANCE OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT
AMENDING THE "WEED AND RUBBISH ABATEMENT" ORDINANCE NO. 2010.3.17
WITHIN CAMERON PARK COMMUNITY SERVICES DISTRICT

=====

BE IT ORDAINED BY THE CAMERON PARK COMMUNITY SERVICES DISTRICT AS FOLLOWS:

The "WEED AND RUBBISH ABATEMENT" ORDINANCE NO. 2010.3.17 is hereby amended as follows, and shall hereafter be designated as CAMERON PARK COMMUNITY SERVICES DISTRICT ORDINANCE NO. 2014.09.17:

Sections:

- Section 1: FINDINGS
- Section 2: DEFINITIONS
- Section 3: LEGAL AUTHORITY FOR DISTRICT ORDINANCE
- Section 4: PROHIBITED CONDUCT
- Section 5: DUTY TO REMOVE AND ABATE HAZARDOUS VEGETATION AND COMBUSTIBLE MATERIAL
- Section 6: ENFORCEMENT OFFICIALS
- Section 7: INSPECTION
- Section 8: ENFORCEMENT
- Section 9: ENFORCEMENT PROCEDURE
- Section 10: APPEALS
- Section 11: REMOVAL OF HAZARDOUS VEGETATION AND COMBUSTIBLE MATERIAL
- Section 12: COLLECTION OF COSTS FOR ABATEMENT
- Section 13: LEVYING OF ABATEMENT COSTS AGAINST PROPERTY
- Section 14: VIOLATIONS
- Section 15: PENALTY – INFRACTION
- Section 16: SEVERABILITY
- Section 17: EFFECTIVE DATE AND PUBLICATION

Section 1: FINDINGS

- A. The Board of Directors of Cameron Park Community Services District (hereinafter "District") finds and declares that the uncontrolled growth and/or accumulation of weeds, grasses, hazardous vegetation and combustible materials or other materials or obstructions on sidewalks, streets, and on lands or lots within the District is dangerous or injurious to neighboring property and the health or welfare of residents of the District and is a public nuisance in that it creates fire hazards, conditions that reduce the value of private property, promote blight and deterioration, invite plundering, constitute an unattractive nuisance creating a hazard to the health and safety of minors, and creates a harbor for rodents and insects and is injurious to the health, safety and general welfare.

- B. It is the intent of the District that this Ordinance shall apply to the abatement of the accumulation of weeds, grasses, hazardous vegetation and combustible materials on all parcels within the District;
- C. The District is located in a wildland/suburban interface in which many of the native and non-native plant species within the jurisdictional boundaries of the District are highly flammable during dry periods and have contributed to significant wildfires resulting in catastrophic fire losses to life, property and the environment.
- D. The District has a diverse and complex landscape which includes mountains and other brush covered wildlands which are home to many rare and sensitive plant and animal species;
- E. Of paramount importance to the District Board and the citizens of this District is the protection of lives and property from the threat of fire and the safety of fire and law enforcement personnel during wildfires; and
- F. It is the purpose of this Ordinance to establish a hazardous vegetation and combustible material abatement program that protects the lives and property of the citizens of the District.

Section 2: DEFINITIONS

- A. Accumulation of Weeds, Grasses, Hazardous Vegetation and Combustible Materials - Allowing the growth of weeds, grasses, hazardous vegetation and combustible materials as defined below.
- B. Combustible Material – Accumulation of garbage, rubbish, refuse, litter, or material of any kind other than hazardous vegetation that is flammable and endangers the public safety by creating a fire hazard.
- C. Fire Chief – The Battalion Chief of the Cameron Park Community Services District Fire Department or his or her authorized representative.
- D. Garbage – Includes, but is not limited to, the following: waste resulting from the handling of edible foodstuffs or resulting from decay, and solid or semisolid putrescible waste, and all other mixed, nonrecyclable wastes which are generated in the day-to-day operation of any business, residential, governmental, public or private activity, and may include tin cans, bottles and paper or plastic, or other synthetic material, food or beverage containers.
- E. Hazardous Vegetation – Vegetation that is flammable and endangers the public safety by creating a fire hazard including but not limited to seasonal and recurrent weeds, stubble, brush, dry leaves and tumbleweeds.
- F. Improved Parcel – A portion of land of any size, the area of which is determined by the Assessor's maps and records and may be identified by an Assessor's Parcel Number upon which a structure is located.

- G. Refuse - Includes rubbish and garbage, as defined herein.
- H. Rubbish - Includes all the following, but is not restricted to, nonputrescible wastes, such as paper, cardboard, grass clippings, tree or shrub trimmings, wood, bedding, crockery, rubber tires, construction waste and similar waste materials.
- I. Structure – Any dwelling, house, building or other type of flammable construction including but not limited to a wood fence attached to or near any other structure.
- J. Unimproved Parcel – A portion of land of any size, the area of which is determined by the Assessor's maps and records and may be identified by an Assessor's Parcel Number upon which no structure is located.
- K. Weeds - Includes any of the following:
 - (1) Weeds which bear seeds of a downy or wingy nature;
 - (2) Sagebrush, chaparral, and any other brush or weeds which attain such hard growth as to become, when dry, a fire menace to adjacent improved property;
 - (3) Weeds and grasses which are otherwise noxious;
 - (4) Poison oak and poison ivy when the conditions of growth are such as to constitute a menace to the public health;
 - (5) Dry grass, stubble, brush, litter, or other flammable material which endangers the public safety by creating a fire hazard.

Section 3: LEGAL AUTHORITY FOR DISTRICT ORDINANCE

The District has the legal authority to adopt the provisions contained in this Ordinance as specified below:

- A. **Government Code** Section 61100(t) which provides the District the authority to abate weeds and rubbish pursuant to the provisions of the California Health and Safety Code at Section 14875 et seq.
- B. **Government Code** Section 61069 which provides the District the authority to enter private property to: (1) inspect and determine the presence of public nuisances including fire hazards that the District has the authority to abate; and (2) abate public nuisances, including public nuisances constituting fire hazards such as excessive growth of weeds, grasses, hazardous vegetation and other combustible material by giving notice to the property owner to abate such public nuisance; and (3) enter upon private property to determine if a notice to abate a public nuisance including a fire hazard has been complied with by the property owner; and, if not, exercise its power to abate such public nuisance after failure to act by the responsible property owner.

- C. The **California Health and Safety Code**, Part 5 Sections 14875-14930, which provides that an accumulation of weeds, grasses, hazardous vegetation and other combustible material constitutes a public nuisance, providing guidelines for enforcement and abatement by the District of such fire hazards, and payment of such abatement costs incurred by the District to remove such hazardous vegetation and combustible material, and provides for penalties for violations of this Ordinance by property owners.
- D. The **California Fire Code** Title 24, Part 9, Chapter 3, Section 304.1.2 and Section 1103.2.4 prohibits combustible waste material creating a fire hazard on vacant lots or open space, which California Fire Code has been adopted by this District.
- E. The **California Code of Regulations Code**, 14 C.C.R., Sections 1270.01-1276.03.
- F. The **California Public Resources Code** Section 4291 which requires a person who owns, leases, controls, operates, or maintains a building or structure in, upon, or adjoining a mountainous area, forest-covered lands, brush-covered lands, grass-covered lands, or land that is covered with flammable material, to maintain defensible space no greater than 100 feet from each side of the structure, and which provides for required fuel modification so as to ensure that a wildfire burning under average weather conditions would be unlikely to ignite the structure on the property.
- G. **Government Code** Section 25845 regarding enforcement mechanisms available to the District to ensure that the costs incurred by the District in abating the nuisance consisting of accumulation of weeds, grasses, hazardous vegetation and other combustible materials are recovered from the property owner who fails to abate such nuisance after notice from the District to do so.
- H. **Government Code** Section 61115 which provides the District the authority to levy charges against property owners within the District for all the costs incurred by the District in abating nuisances created by accumulation of weeds, grasses, hazardous vegetation and other combustible materials: to provide for a basic penalty for the nonpayment of such charges of not more than 10% plus an additional penalty of not more than 1% per month for the nonpayment of the charges and the basic penalty; to recover such charges and penalties by recording in the office of the County Recorder a lien declaring the amount of the charges and penalties due, the lien to be incurred against all real property owned by the delinquent property owner within El Dorado County; and to request the El Dorado County Tax Collector to enter the amount of the delinquent weed abatement charges and penalties as special tax assessments on the current real property tax roll against those parcels of real property owned by the property owner who is delinquent in the payment of such charges and penalties. Such special tax assessments are to be collected in the same manner and method as real property taxes are collected by the county.

Section 4: PROHIBITED CONDUCT

A person shall not dump, nor permit the dumping of weeds, grasses, hazardous vegetation, refuse, or other combustible material, nor shall a person permit the accumulation of weeds, grasses, hazardous vegetation, refuse, or other combustible material on that person's property or on any other property so as to constitute a fire hazard.

Section 5: DUTY TO REMOVE AND ABATE HAZARDOUS VEGETATION AND COMBUSTIBLE MATERIAL

It shall be the duty of every owner, occupant, and person in control of any parcel of land or interest therein, which is located within the District to remove, or abate, all hazardous vegetation and combustible material, which constitutes a fire hazard which may endanger or damage neighboring property.

The owner, lessee or occupant of buildings, grounds, or lots within the District shall remove from such property and adjacent streets refuse, rubbish and weeds or other combustible materials growing or accumulated thereon in accordance with the procedures and methods prescribed in this Ordinance and by the enforcement official.

All parcels within the District, whether improved or unimproved, shall comply with the following requirements:

(1) Cultivated and useful grasses and pastures shall not be considered a public nuisance. However, if the District's enforcement official shall determine it necessary to protect adjacent improved property from fire exposure, an adequate firebreak may be required. All dry grass, brush, vines or other dry vegetation shall be cleared for an area of not less than 30 feet from all structures, combustible fences, vehicles, and combustible storage. The enforcement official may require additional clearances when topographical or geographical conditions warrant said action.

(2) Any Unimproved parcel of less than two acres (2ac.) shall be cleared of all hazardous vegetation and combustible material prior to June 15th or the start of fire season, whichever occurs first. Lots on which weeds, dry grass, non-cultivated pastures, or other hazardous vegetation exists, shall be mowed, and shall be cut to a maximum height of two inches so as to not constitute a fire hazard throughout the calendar year.

(3) Any Unimproved parcel or multiple contiguous parcels under the same ownership consisting of more than two acres (2ac.) shall either be cleared of all hazardous vegetation and combustible material or mowed as set forth in subsection (2) above, or shall construct and maintain a minimum thirty-foot wide firebreak around the perimeter of such property. Such actions should take place prior to June 15th or the start of fire season, whichever occurs first. Firebreaks shall be disked around the entire perimeter of the parcel. Scraping will also be

allowed, provided that the scraped material is removed or spread evenly over the remaining property

(4) The District's enforcement official or his or her designee may require a firebreak of more than thirty (30) feet in width to a maximum of one hundred (100) feet in width, or less than thirty (30) feet in width, as a firebreak for the protection of public health, safety or welfare or the environment. The determination of appropriate clearance distances for firebreaks will be made based upon a visual inspection of the parcel and shall consider all factors that place the property or adjoining structure(s) at risk from an approaching fire. These factors shall include local weather conditions, fuel type(s), topography, and the environment where the property or adjoining structure(s) is located.

(5) Dry leaves or wood chips located on parcels must be disked or turned under or evenly broadcast over the parcel area. If leaves or wood chips are being retained for the purpose of mulch or compost, they must be placed in a container so as to not constitute a fire hazard.

Section 6: ENFORCEMENT OFFICIALS

The enforcement official shall have authority to enforce this chapter and issue citations for violations. For purposes of this chapter, the "enforcement official" may be:

- A. The District General Manager or his/her designee;
- B. The covenants, codes and restrictions (CC&R) enforcement official of the District;
- C. The Battalion Chief of the District's Fire Department, or his/her designee; and/or
- D. The Park Superintendent.

Section 7: INSPECTION

The enforcement official, or personnel acting under his or her direction, may enter upon private or public property whenever necessary to enforce or administer the provisions of this chapter; provided, however, that this right of entry and inspection shall not be construed to grant the right to enter into any dwelling or structure which may be located on the land. Should the District determine that there is a reasonable expectation of privacy of the property owner with respect to the dwelling unit to be inspected, the District may request an inspection warrant pursuant to the provisions of California Civil Code Section 1822.50 et seq., which warrant shall state the location which it covers and state the purposes of the inspection. When there is no reasonable expectation of privacy, such as with respect to an abandoned dwelling or building, the District's designated enforcement official may enter onto that property without a warrant in order to inspect the property for the purposes of determining whether the provisions of this Ordinance have been violated.

Section 8: ENFORCEMENT

Violations of this Ordinance may be enforced pursuant to the legal authorities specified in Section 3 of this Ordinance.

Section 9: ENFORCEMENT PROCEDURE

A. Abatement Notice

Proceedings under this chapter shall commence when a violation of this chapter is identified and notice is given in the manner prescribed as follows. The enforcement official shall mail written notice to each person that has an ownership interest in the property to which the violation pertains. Ownership interest shall be determined based on the last equalized assessment roll available on the date of mailing of the notice. Notification shall also be accomplished by posting on the property where the owner's mailing address is not available or not current.

The contents of written and posted notices shall include the following:

- (1) A description of the property by reference to the assessor's parcel number as used in the records of the county assessor, and by reference to the common name of a street or road upon which the property abuts, if the property abuts upon a road or street;
- (2) A statement that there are weeds, grasses, hazardous vegetation, refuse and combustible materials upon the property;
- (3) A request that such weeds, grasses, hazardous vegetation, refuse and combustible materials be removed or abated by a date certain, which shall not be less than 15 calendar days following the mailing or posting of the notice;
- (4) A statement that the weeds, grasses, hazardous vegetation, refuse and combustible materials may be removed under authority of the District, and if not removed by the property owner after notice from the District, the costs of such removal and abatement may be made a legal charge against the owner or owners of the property, a lien on the property and subject to collection with property taxes as specified under Health and Safety Code Sections 14875 through 14931, Government Code Sections 25845 and 61115;
- (5) A statement referencing the right to appeal the enforcement official's determination; and
- (6) With respect to notices which are posted, a title which reads "Notice to Remove Weeds, Grass, Hazardous Vegetation, Refuse and/or Other Combustible Materials," the letters of the foregoing title to be not less than one inch in height.

Notices which are posted shall be conspicuously posted in front of the property, or if the property has no frontage upon a road or street, then upon a portion of the

property nearest to a road or a street most likely to give actual notice to the owner. Notices shall be posted not more than 100 feet in distance apart upon property with more than 200 feet of frontage, and at least one notice shall be posted on each parcel with 200 or less feet of frontage.

Such Abatement Notice also will be sent by certified mail to the property owner of such parcel as her or her name appears on the last equalized assessment roll and to the address shown on such assessment roll.

Section 10: APPEALS

Appeals Procedure. Any person, who is adversely affected by the Abatement Notice set forth in Section 9, may appeal such Abatement Notice to the Board of Directors within twenty (20) calendar days of the postmark on the Abatement Notice by filing a written appeal with the enforcement official. Timely appeal shall stay any further action for removal or abatement until the date set for hearing, unless the weeds, hazardous vegetation or combustible material at issue presents an imminent fire hazard within 100 feet of any structure. The enforcement official shall set the matter for hearing before the Board of Directors. The enforcement official shall notify the Appellant by certified mail of the date and time set for such hearing, at least fifteen (15) days prior to said date. If the Appellant resides outside the District, such Notice of Hearing shall be mailed to the Appellant at least twenty-five (25) days prior to the date set for the hearing. The Appellant shall have the right to appear in person or by agent, designated in writing, at the hearing, and present oral, written, and/or photographic evidence. The Board of Directors shall issue its order denying or granting the appeal, which shall be in writing and be issued within fifteen (15) days of the date of the hearing. The decision of the Board of Directors shall be final.

Section 11: REMOVAL OF HAZARDOUS VEGETATION AND COMBUSTIBLE MATERIAL

If, at the end of the time allowed for compliance in the original Abatement Notice, or as extended in cases of appeal, or as specified by the Board of Directors, compliance has not been accomplished, the enforcement official or his designee may order that hazardous vegetation or other combustible material located on the property be removed by public officers and/or employees of the District, or may cause such removal to be carried out by a private contractor selected by the District.

Section 12: COLLECTION OF COSTS FOR ABATEMENT

When proceedings under this chapter result in the removal of weeds, grasses, hazardous vegetation, refuse or combustible material from property subsequent to the date specified in any Abatement Notice, all costs incurred by the District, including the actual cost of removal, if removal is undertaken by the District or its contractor, may be assessed against the property. Such costs shall include the costs of labor, materials and equipment furnished by the District in removing such hazardous vegetation and/or combustible material; the costs incurred by the District for payments to an independent contractor to remove such hazardous vegetation and combustible material from the property; all administrative costs incurred by the District in removing such hazardous vegetation and combustible material including actual costs of investigation, property

inspection, boundary determination, measurement, clerical costs, related attorneys' fees, and administrative overhead costs for supervision, insurance, costs of publication, mailing and posting of notices; preparation of contracts with independent contractors to perform the abatement work; review of bids by contractors; administration of contracts for abatement activities; and other budgeted overhead items. If weeds, hazardous vegetation and/or combustible material are ultimately removed from the property by the property owner subsequent to the deadline for removal specified in any Abatement Notice issued by the District, the District shall be entitled under this Ordinance to assess its administrative costs incurred securing such compliance with this Ordinance by the property owner up to and including the final date of compliance.

The enforcement official shall keep an account of the administrative and removal costs of abatement, and shall submit to the District Board of Directors for confirmation an itemized written report showing such unpaid costs and their proposed assessment to the respective properties subject to the Abatement Notice. The report shall be filed with the General Manager not later than 15 calendar days in advance of the confirmation hearing required below.

Upon receipt of the report, a public hearing shall be scheduled to receive any protests and to confirm the cost report. A statement of the proposed costs and notice of the time, date and place of the hearing, together with reference to the report on file with the clerk, shall be mailed to the owner or owners of each parcel of property proposed to be assessed as shown on the last equalized assessment roll available on the date of mailing of the notice to the address or addresses of the owner or owners shown on the roll or any other address or addresses ascertained to be more accurate. Such notice shall be mailed not later than 15 calendar days in advance of the hearing.

Notice of the time, date and place of the public hearing by the Board shall be published once in a newspaper of general circulation published within the District. With respect to each property proposed to be assessed for which the name of the owner or owners is not shown on the last equalized assessment roll, or no address for an owner is shown on the last equalized assessment roll, the notice shall show the name or names of the owner or owners as such name or names are shown on the last equalized assessment roll, the assessor's parcel number, the street address of the property if the property has an address and the address is known to the enforcement official, the name of the street or road upon which such property abuts if the property abuts upon a street or road, the amount of the proposed assessment and reference to the report on file with the enforcement official. Such publication shall be made not later than 15 calendar days in advance of the hearing.

At the time fixed for receiving and considering the report, the District Board of Directors shall conduct a public hearing and shall receive and consider any objections from members of the general public or property owners liable to be assessed for the costs of abatement. The District Board of Directors may continue the hearing and delegate to the General Manager or his or her designee the responsibility of hearing individual protests and submitting a recommendation with respect thereto; provided, that the District Board of Directors provides an opportunity for individual consideration of each property upon which abatement activities have been conducted by the District

upon receipt of a recommendation by the General Manager. The District Board of Directors may modify the report if it is deemed necessary. The District Board of Directors shall then confirm the report by motion or resolution.

Section 13: LEVYING OF ABATEMENT COSTS AGAINST PROPERTY

- A. The costs of abatement incurred by the District once approved by resolution of the Board of Directors of the District, shall be mailed to the owner of the property demanding payment within thirty (30) days of the date of mailing. If the costs as confirmed are not paid by the responsible property owner within 30 days of the date of mailing of the notice, such costs shall be assessed against the parcel of land as a nuisance abatement lien in accordance with Health and Safety Code Sections 14875 through 14931, Government Code Section 25845, and Government Code Section 61115. The Notice of Lien shall, at a minimum, identify the record owner or possessor of the property, set forth the last known address of the record owner or possessor, set forth the date upon which the abatement of the nuisance was ordered by the Board of Directors and the date that the abatement was complete, and include a description of the real property subject to the lien and the amount of the abatement cost constituting the lien. Recordation of a Notice of Abatement Lien pursuant to this Section shall have the same effect as recordation of a money judgment recorded pursuant to Code of Civil Procedure Section 697.310 et seq., and shall create a lien which has the same priority as a judgment lien on real property which shall continue in effect until released. On the order of the Board of Directors, or any designee of the Board of Directors, an abatement lien created under this Ordinance may be released or subordinated in the same manner as a judgment lien on real property may be released or subordinated.
- B. As an alternative to, or in addition to the lien procedure detailed in subsection A above, the abatement costs incurred by the District may be levied against the parcel of land subject to abatement activities by the District as a special real property tax assessment in accordance with Government Code Sections 25845 and 61115. Any special tax assessment imposed on real property pursuant to this Section may be collected at the same time and in the same manner as ordinary real property taxes are collected by the County of El Dorado, and shall be subject to the same penalties and the same procedure and sale in case of delinquency as is provided for ordinary real property taxes. Notice of any special assessment that is levied on real property pursuant to this Section shall be given to the property owner by certified mail, and shall contain the information set forth in Sections 25845 and 61115 of the Government Code. The District shall transmit the notice of such special assessment levied on real property pursuant to this Section to the County Auditor/Tax Collector of El Dorado County with instructions to collect the special tax assessment on the real property tax rolls for the ensuing fiscal year. Such notice shall be transmitted to the County Auditor/Tax Collector prior to August 10 in any fiscal year.

Section 14: VIOLATIONS

The owner or occupant of any parcel or premises within the District who violates this Ordinance or permits a violation of this Ordinance upon any parcel or premises owned, occupied or controlled by him or her, shall be guilty of an infraction. Violation of this

Ordinance shall consist of the following: (1) failure to abate hazardous vegetation and combustible material after abatement notice from the District; or (2) interference with the performance of the duties of officers or employees of the District or any contractor hired by the District for abatement activities; or (3) refusal to allow any officer or employee of the District or private contractor approved by the District to enter upon the property for the purpose of inspecting and/or removing any hazardous vegetation and/or combustible material from the property; or (4) interference in any manner whatsoever with the officers, employees or contractors of the District in the work of inspection and removal as provided in this Ordinance.

Section 15: PENALTY - INFRACTION

A. Notwithstanding the provisions of any other section of this code, violation of any of the provisions of this chapter, or failure to comply with any of the regulatory requirements of this chapter, is an infraction.

B. Every violation of this chapter is punishable by:

(1) A fine not exceeding \$100.00 for the first violation;

(2) A fine not exceeding \$200.00 for the second violation of the same provisions within one year; and

(3) A fine not exceeding \$500.00 for each additional violation of the same provisions within one year.

Section 16: SEVERABILITY

If any Ordinance, article, subsection or subdivision thereof, provision, sentence, clause or phrase of this code, or any application thereof, is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the remaining provisions of this code, which can be given effect without the invalid portions and, therefore, such invalid portions are declared to be severable. The District hereby declares that it would have enacted this Ordinance and each of its articles, sections, subsections, or subdivisions thereof, provisions, sentences, clauses or phrases irrespective of the fact that one or more of them is declared invalid.

Section 17: EFFECTIVE DATE AND PUBLICATION

This Ordinance shall take effect thirty (30) days after its adoption. The Cameron Park Board Secretary is directed to publish this Ordinance in a newspaper of general circulation in the District. In lieu of publication of the full text of the Ordinance within fifteen (15) days after its passage, a summary of the Ordinance may be published at least five (5) days prior to and fifteen (15) days after adoption by the District Board and a certified copy shall be posted in the office of the District, and Cameron Park Fire Department Office, pursuant to Government Code Sections 25120 through 25132.


PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District this 17th day of September 2014, by the following vote:

AYES: GS, SM, VN

NOES: 0

ABSENT: 0

ATTEST: 0



Secretary of the Board



President, Board of Directors

ORDINANCE NO. 2014.09.17
AN ORDINANCE OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT
AMENDING THE "WEED AND RUBBISH ABATEMENT" ORDINANCE NO. 2010.3.17
WITHIN CAMERON PARK COMMUNITY SERVICES DISTRICT

=====

BE IT ORDAINED BY THE CAMERON PARK COMMUNITY SERVICES DISTRICT AS
FOLLOWS:

The "WEED AND RUBBISH ABATEMENT" ORDINANCE NO. 2010.3.17 is hereby amended
as follows, and shall hereafter be designated as CAMERON PARK COMMUNITY SERVICES
DISTRICT ORDINANCE NO. 2014.09.17:

Sections:

- Section 1: FINDINGS
- Section 2: DEFINITIONS
- Section 3: LEGAL AUTHORITY FOR DISTRICT ORDINANCE
- Section 4: PROHIBITED CONDUCT
- Section 5: DUTY TO REMOVE AND ABATE HAZARDOUS VEGETATION AND
COMBUSTIBLE MATERIAL
- Section 6: ENFORCEMENT OFFICIALS
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- Section 17: EFFECTIVE DATE AND PUBLICATION

Section 1: FINDINGS

- A. The Board of Directors of Cameron Park Community Services District (hereinafter "District") finds and declares that the uncontrolled growth and/or accumulation of weeds, grasses, hazardous vegetation and combustible materials or other materials or obstructions on sidewalks, streets, and on lands or lots within the District is dangerous or injurious to neighboring property and the health or welfare of residents of the District and is a public nuisance in that it creates fire hazards, conditions that reduce the value of private property, promote blight and deterioration, invite plundering, constitute an unattractive nuisance creating a hazard to the health and safety of minors, and creates a harbor for rodents and insects and is injurious to the health, safety and general welfare.

- B. It is the intent of the District that this Ordinance shall apply to the abatement of the accumulation of weeds, grasses, hazardous vegetation and combustible materials on all parcels within the District;
- C. The District is located in a wildland/suburban interface in which many of the native and non-native plant species within the jurisdictional boundaries of the District are highly flammable during dry periods and have contributed to significant wildfires resulting in catastrophic fire losses to life, property and the environment.
- D. The District has a diverse and complex landscape which includes mountains and other brush covered wildlands which are home to many rare and sensitive plant and animal species;
- E. Of paramount importance to the District Board and the citizens of this District is the protection of lives and property from the threat of fire and the safety of fire and law enforcement personnel during wildfires; and
- F. It is the purpose of this Ordinance to establish a hazardous vegetation and combustible material abatement program that protects the lives and property of the citizens of the District.

Section 2: DEFINITIONS

- A. Accumulation of Weeds, Grasses, Hazardous Vegetation and Combustible Materials - Allowing the growth of weeds, grasses, hazardous vegetation and combustible materials as defined below.
- B. Combustible Material – Accumulation of garbage, rubbish, refuse, litter, or material of any kind other than hazardous vegetation that is flammable and endangers the public safety by creating a fire hazard.
- C. Fire Chief – The Battalion Chief of the Cameron Park Community Services District Fire Department or his or her authorized representative.
- D. Garbage – Includes, but is not limited to, the following: waste resulting from the handling of edible foodstuffs or resulting from decay, and solid or semisolid putrescible waste, and all other mixed, nonrecyclable wastes which are generated in the day-to-day operation of any business, residential, governmental, public or private activity, and may include tin cans, bottles and paper or plastic, or other synthetic material, food or beverage containers.
- E. Hazardous Vegetation – Vegetation that is flammable and endangers the public safety by creating a fire hazard including but not limited to seasonal and recurrent weeds, stubble, brush, dry leaves and tumbleweeds.

- F. Improved Parcel – A portion of land of any size, the area of which is determined by the Assessor's maps and records and may be identified by an Assessor's Parcel Number upon which a structure is located.
- G. Refuse - Includes rubbish and garbage, as defined herein.
- H. Rubbish - Includes all the following, but is not restricted to, nonputrescible wastes, such as paper, cardboard, grass clippings, tree or shrub trimmings, wood, bedding, crockery, rubber tires, construction waste and similar waste materials.
- I. Structure – Any dwelling, house, building or other type of flammable construction including but not limited to a wood fence attached to or near any other structure.
- J. Unimproved Parcel – A portion of land of any size, the area of which is determined by the Assessor's maps and records and may be identified by an Assessor's Parcel Number upon which no structure is located.
- K. Weeds - Includes any of the following:
- (1) Weeds which bear seeds of a downy or wingy nature;
 - (2) Sagebrush, chaparral, and any other brush or weeds which attain such hard growth as to become, when dry, a fire menace to adjacent improved property;
 - (3) Weeds and grasses which are otherwise noxious;
 - (4) Poison oak and poison ivy when the conditions of growth are such as to constitute a menace to the public health;
 - (5) Dry grass, stubble, brush, litter, or other flammable material which endangers the public safety by creating a fire hazard.

Section 3: LEGAL AUTHORITY FOR DISTRICT ORDINANCE

The District has the legal authority to adopt the provisions contained in this Ordinance as specified below:

- A. **Government Code** Section 61100(t) which provides the District the authority to abate weeds and rubbish pursuant to the provisions of the California Health and Safety Code at Section 14875 et seq.
- B. **Government Code** Section 61069 which provides the District the authority to enter private property to: (1) inspect and determine the presence of public nuisances including fire hazards that the District has the authority to abate; and (2) abate public nuisances, including public nuisances constituting fire hazards such as excessive growth of weeds, grasses, hazardous vegetation and other combustible material by giving notice to the property owner to abate such public nuisance; and (3) enter upon

private property to determine if a notice to abate a public nuisance including a fire hazard has been complied with by the property owner; and, if not, exercise its power to abate such public nuisance after failure to act by the responsible property owner.

- C. The **California Health and Safety Code**, Part 5 Sections 14875-14930, which provides that an accumulation of weeds, grasses, hazardous vegetation and other combustible material constitutes a public nuisance, providing guidelines for enforcement and abatement by the District of such fire hazards, and payment of such abatement costs incurred by the District to remove such hazardous vegetation and combustible material, and provides for penalties for violations of this Ordinance by property owners.
- D. The **California Fire Code** Title 24, Part 9, Chapter 3, Section 304.1.2 and Section 1103.2.4 prohibits combustible waste material creating a fire hazard on vacant lots or open space, which California Fire Code has been adopted by this District.
- E. The **California Code of Regulations Code**, 14 C.C.R., Sections 1270.01-1276.03.
- F. The **California Public Resources Code** Section 4291 which requires a person who owns, leases, controls, operates, or maintains a building or structure in, upon, or adjoining a mountainous area, forest-covered lands, brush-covered lands, grass-covered lands, or land that is covered with flammable material, to maintain defensible space no greater than 100 feet from each side of the structure, and which provides for required fuel modification so as to ensure that a wildfire burning under average weather conditions would be unlikely to ignite the structure on the property.
- G. **Government Code** Section 25845 regarding enforcement mechanisms available to the District to ensure that the costs incurred by the District in abating the nuisance consisting of accumulation of weeds, grasses, hazardous vegetation and other combustible materials are recovered from the property owner who fails to abate such nuisance after notice from the District to do so.
- H. **Government Code** Section 61115 which provides the District the authority to levy charges against property owners within the District for all the costs incurred by the District in abating nuisances created by accumulation of weeds, grasses, hazardous vegetation and other combustible materials: to provide for a basic penalty for the nonpayment of such charges of not more than 10% plus an additional penalty of not more than 1% per month for the nonpayment of the charges and the basic penalty; to recover such charges and penalties by recording in the office of the County Recorder a lien declaring the amount of the charges and penalties due, the lien to be incurred against all real property owned by the delinquent property owner within El Dorado County; and to request the El Dorado County Tax Collector to enter the amount of the delinquent weed abatement charges and penalties as special tax assessments on the current real property tax roll against those parcels of real property owned by the property owner who is delinquent in the payment of such charges and penalties. Such special tax assessments are to be collected in the same manner and method as real property taxes are collected by the county.

Section 4: PROHIBITED CONDUCT

A person shall not dump, nor permit the dumping of weeds, grasses, hazardous vegetation, refuse, or other combustible material, nor shall a person permit the accumulation of weeds, grasses, hazardous vegetation, refuse, or other combustible material on that person's property or on any other property so as to constitute a fire hazard.

Section 5: DUTY TO REMOVE AND ABATE HAZARDOUS VEGETATION AND COMBUSTIBLE MATERIAL

It shall be the duty of every owner, occupant, and person in control of any parcel of land or interest therein, which is located within the District to remove, or abate, all hazardous vegetation and combustible material, which constitutes a fire hazard which may endanger or damage neighboring property.

The owner, lessee or occupant of buildings, grounds, or lots within the District shall remove from such property and adjacent streets refuse, rubbish and weeds or other combustible materials growing or accumulated thereon in accordance with the procedures and methods prescribed in this Ordinance and by the enforcement official.

All parcels within the District, whether improved or unimproved, shall comply with the following requirements:

(1) Cultivated and useful grasses and pastures shall not be considered a public nuisance. However, if the District's enforcement official shall determine it necessary to protect adjacent improved property from fire exposure, an adequate firebreak may be required. All dry grass, brush, vines or other dry vegetation shall be cleared for an area of not less than 30 feet from all structures, combustible fences, vehicles, and combustible storage. The enforcement official may require additional clearances when topographical or geographical conditions warrant said action.

(2) Any Unimproved parcel of less than two acres (2ac.) shall be cleared of all hazardous vegetation and combustible material prior to ~~May 1~~ June 15th or the start of fire season, whichever occurs first. Lots on which weeds, dry grass, non-cultivated pastures, or other hazardous vegetation exists, shall be mowed, and shall be cut to a maximum height of two inches so as to not constitute a fire hazard throughout the calendar year.

(3) Any Unimproved parcel or multiple contiguous parcels under the same ownership consisting of more than two acres (2ac.) shall either be cleared of all hazardous vegetation and combustible material or mowed as set forth in subsection (2) above, or shall construct and maintain a minimum thirty-foot wide firebreak around the perimeter of such property. Such actions should take place prior to ~~May 1~~ June 15th or the start of fire season, whichever occurs first.

Firebreaks shall be disked around the entire perimeter of the parcel. Scraping will also be

allowed, provided that the scraped material is removed or spread evenly over the remaining property

(4) The District's enforcement official or his or her designee may require a firebreak of more than thirty (30) feet in width to a maximum of one hundred (100) feet in width, or less than thirty (30) feet in width, as a firebreak for the protection of public health, safety or welfare or the environment. The determination of appropriate clearance distances for firebreaks will be made based upon a visual inspection of the parcel and shall consider all factors that place the property or adjoining structure(s) at risk from an approaching fire. These factors shall include local weather conditions, fuel type(s), topography, and the environment where the property or adjoining structure(s) is located.

(5) Dry leaves or wood chips located on parcels must be disked or turned under or evenly broadcast over the parcel area. If leaves or wood chips are being retained for the purpose of mulch or compost, they must be placed in a container so as to not constitute a fire hazard.

Section 6: ENFORCEMENT OFFICIALS

The enforcement official shall have authority to enforce this chapter and issue citations for violations. For purposes of this chapter, the "enforcement official" may be:

- A. The District General Manager or his/her designee;
- B. The covenants, codes and restrictions (CC&R) enforcement official of the District;
- C. The Battalion Chief of the District's Fire Department, or his/her designee; and/or
- D. The Park Superintendent.

Section 7: INSPECTION

The enforcement official, or personnel acting under his or her direction, may enter upon private or public property whenever necessary to enforce or administer the provisions of this chapter; provided, however, that this right of entry and inspection shall not be construed to grant the right to enter into any dwelling or structure which may be located on the land. Should the District determine that there is a reasonable expectation of privacy of the property owner with respect to the dwelling unit to be inspected, the District may request an inspection warrant pursuant to the provisions of California Civil Code Section 1822.50 et seq., which warrant shall state the location which it covers and state the purposes of the inspection. When there is no reasonable expectation of privacy, such as with respect to an abandoned dwelling or building, the District's designated enforcement official may enter onto that property without a warrant in order to inspect the property for the purposes of determining whether the

provisions of this Ordinance have been violated.

Section 8: ENFORCEMENT

Violations of this Ordinance may be enforced pursuant to the legal authorities specified in Section 3 of this Ordinance following the procedures and timelines specified in Section 9 of this Ordinance. As an alternative to such enforcement procedures, the enforcement official retains the discretion to commence a meet and confer process with property owners determined to be in violation of this Ordinance to attempt to agree to a mutually acceptable method for abating the vegetation and combustible material existing on such property.~~Nothing shall prohibit the enforcement official from issuing a hazard abatement notice to a property owner and following the enforcement procedure specified in Section 9 with respect to property owners who do not agree to a mutually acceptable abatement method after discussions with the enforcement official.~~

Section 9: ENFORCEMENT PROCEDURE

A. Initial Notice of Duty to Remove and Abate Hazardous Vegetation and Combustible Material

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On or before February 15 of each year the enforcement official shall mail written notice to all owners of Unimproved Parcels within the District stating that all hazardous vegetation and combustible material located on such parcel must be removed and or abated as specified in Section 5 of this Ordinance on or before April 1 of such year. Such written notice shall be mailed to all owners of Improved Parcels within the District with respect to which inspection of the parcel by the enforcement official reveals a violation of this Ordinance within 15 days after the discovery of such violation by the enforcement official.

B. Hazard Abatement Notice

If the meet and confer process described in Section 8 does not occur or does not result in abatement and removal of hazardous vegetation and/or combustible material, the enforcement official may commence pProceedings to enforce the provisions of this Ordinance under this chapter shall commence when a violation ation of this chapter is identified due to: (a) the failure of an owner of an Unimproved Parcel to remove and abate all hazardous vegetation and combustible material on or before April 1 pursuant to the Notice specified in section 9 A, or (b) the failure of an owner of an Improved Parcel to remove and abate all hazardous vegetation-and combustible material within the time specified in the Notice described in Section 9 A. Enforcement proceedings are commenced by the mailing of a Hazard Abatement Noticeand notice is given in the manner prescribed as follows. The enforcement official shall mail the Hazard Abatement Noticewritten notice to each person that-has an ownership interest in the parcelproperty to which the violation pertains. Ownership interest shall be determined based on the last equalized assessment roll available on the date of mailing of the Hazard Abatement Notice. notice-Notification mayshall also be accomplished by posting the Hazard Abatement Notice on the property ifwhere the

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owner's mailing address is not available or not current.

The contents of ~~the Hazard Abatement Notice~~written and posted notices shall include the following:

(1) A description of the property by reference to the assessor's parcel number as used in the records of the county assessor, and by reference to the common name of a street or road upon which the property abuts, if the property abuts upon a road or street;

(2) A statement that there are weeds, grasses, hazardous vegetation, refuse and combustible materials upon the property;

(3) A request that such weeds, grasses, hazardous vegetation, refuse and combustible materials be removed or abated by ~~May 1 a date certain~~, which shall not be less than 15 calendar days following the mailing or posting of the notice;

(4) A statement that ~~if such the~~ weeds, grasses, hazardous vegetation, refuse and combustible materials are not removed or abated by the property owner by May 1, that such materials may be removed under authority of the District, and ~~if not removed by the property owner after notice from the District~~, the costs of such removal and abatement may be made a legal charge against the owner or owners of the property, a lien imposed on and recorded against the property property in the amount of such costs, and such costs and referred to the County Tax Collector for subject to collection together with property taxes on such property pursuant to the provisions of as specified under Health and Safety Code Sections 14875 through 14931, and Government Code Sections 25845 and 61115;

(5) A statement referencing the right of the property owner to appeal the issuance of the Hazard Abatement Notice pursuant to Section 10 hereof enforcement official's determination; and

(6) With respect to notices which are posted, a title which reads "Notice to Remove Weeds, Grass, Hazardous Vegetation, Refuse and/or Other Combustible Materials," the letters of the foregoing title to be not less than one inch in height.

Notices which are posted shall be conspicuously posted in front of the property, or if the property has no frontage upon a road or street, then upon a portion of the property nearest to a road or a street most likely to give actual notice to the owner. Notices shall be posted not more than 100 feet in distance apart upon property with more than 200 feet of frontage, and at least one notice shall be posted on each parcel with 200 or less feet of frontage.

Such Hazard Abatement Notice also will be sent by certified mail to the property owner of such parcel as her or her name appears on the last equalized assessment roll and to the address shown on such assessment roll.

Section 10: APPEALS

Appeals Procedure. Any person, who is adversely affected by the Hazard Abatement Notice ~~specified set forth~~ in Section 9, may appeal such Hazard Abatement Notice to the Board of Directors within ~~fifteen (15)~~~~twenty (20)~~ calendar days of the postmark on the Hazard Abatement Notice by filing a written appeal with the enforcement official. Timely appeal shall stay any further action for removal or abatement until the date set for hearing, unless the weeds, hazardous vegetation or combustible material at issue presents an imminent fire hazard within 100 feet of any structure. The enforcement official shall set the matter for hearing before the Board of Directors. The enforcement official shall notify the Appellant by certified mail of the date and time set for such hearing, at least fifteen (15) days prior to said date. If the Appellant resides outside the District, such Notice of Hearing shall be mailed to the Appellant at least ~~twenty-five (205)~~ days prior to the date set for the hearing. The Appellant shall have the right to appear in person or by agent, designated in writing, at the hearing, and present oral, written, and/or photographic evidence. The Board of Directors shall issue its order denying or granting the appeal, which shall be in writing and be issued within fifteen (15) days of the date of the hearing. The decision of the Board of Directors shall be final.

Section 11: REMOVAL OF HAZARDOUS VEGETATION AND COMBUSTIBLE MATERIAL

If, ~~by May 1 of any year as specified at the end of the time allowed for compliance~~ in the original Hazard Abatement Notice, or as extended in cases of appeal, or as specified by the ~~Board of Directors~~Board of Directors, compliance ~~with this Ordinance~~ has not been accomplished, the enforcement official or his designee may order that hazardous vegetation or other combustible material located on the property be removed by public officers and/or employees of the District, or may cause such removal to be carried out by a private contractor selected by the District.

Section 12: COLLECTION OF COSTS FOR ABATEMENT

When proceedings under this chapter result in the removal of weeds, grasses, hazardous vegetation, refuse or combustible material from property ~~by the District or its agents or contractors due to the refusal of a property owner to comply with this Ordinance, subsequent to the date specified in any Abatement Notice~~, all costs incurred by the District ~~in performing such removal, including the actual cost of removal, if removal is undertaken by the District or its contractor~~, may be assessed against the property. Such costs shall include the costs of labor, materials and equipment furnished by the District in removing such hazardous vegetation and/or combustible material; the costs incurred by the District for payments to an independent contractor to remove such hazardous vegetation and combustible material from the property; all administrative costs incurred by the District in removing such hazardous vegetation and combustible material including actual costs of investigation, property inspection, boundary determination, measurement, clerical costs, related attorneys' fees, and administrative overhead costs for supervision, insurance, costs of publication, mailing and posting of notices; preparation of contracts with independent contractors to perform the abatement work; review of bids by contractors;

administration of contracts for abatement activities; and other budgeted overhead items. If weeds, hazardous vegetation and/or combustible material are ultimately removed from the property by the property owner subsequent to the deadline for removal specified in any Hazard Abatement Notice issued by the District, the District shall be entitled under this Ordinance to assess against the property all such its administrative costs incurred securing such compliance with this Ordinance by the property owner up to and including the final date of compliance.

The enforcement official shall keep an account of such the administrative and removal costs of abatement, and shall submit to the District Board of Directors for confirmation an itemized written report showing such unpaid costs and their proposed assessment to the respective properties subject to the Hazard Abatement Notice. The report shall be filed with the General Manager not less later than 15 calendar days in advance of the confirmation hearing required below.

Upon receipt of the report, a public hearing shall be scheduled in June to receive any protests and to confirm the cost report. A statement of the proposed costs and notice of the time, date and place of the hearing, together with reference to the report on file with the clerk, shall be mailed to the owner or owners of each parcel of property proposed to be assessed as shown on the last equalized assessment roll available on the date of mailing of the notice to the address or addresses of the owner or owners shown on the roll or any other address or addresses ascertained to be more accurate. Such notice shall be mailed not less later than 15 calendar days in advance of the hearing.

Notice of the time, date and place of the public hearing by the Board shall be published once in a newspaper of general circulation published within the District. With respect to each property proposed to be assessed for which the name of the owner or owners is not shown on the last equalized assessment roll, or no address for an owner is shown on the last equalized assessment roll, the notice shall show the name or names of the owner or owners as such name or names are shown on the last equalized assessment roll, the assessor's parcel number, the street address of the property if the property has an address and the address is known to the enforcement official, the name of the street or road upon which such property abuts if the property abuts upon a street or road, the amount of the proposed assessment and reference to the report on file with the enforcement official. Such publication shall be made not less later than 15 calendar days in advance of the hearing.

At the time fixed for receiving and considering the report, the District Board of Directors shall conduct a public hearing and shall receive and consider any objections from members of the general public or property owners liable to be assessed for the costs of abatement. The District Board of Directors may continue the hearing and delegate to the General Manager or his or her designee the responsibility of hearing individual protests and submitting a recommendation with respect thereto; provided, that the District Board of Directors provides an opportunity for individual consideration of each property upon which abatement activities have been conducted by the District upon receipt of a recommendation by the General Manager. The District Board of

Directors may modify the report if it is deemed necessary. The District Board of Directors shall then confirm the report by motion or resolution.

Section 13: LEVYING OF ABATEMENT COSTS AGAINST PROPERTY

- A. The costs of abatement incurred by the District once approved by resolution of the Board of Directors of the District, shall be mailed to the owner of the property by July 1 demanding payment within thirty (30) days of the date of mailing, or by August 1. If the costs as confirmed are not paid by the responsible property owner by August 1, or within 30 days of the date of mailing of the notice, whichever is later, such costs shall be assessed against the parcel of land as a nuisance abatement lien in accordance with Health and Safety Code Sections 14875 through 14931, Government Code Section 25845, and Government Code Section 61115. The Notice of Lien shall, at a minimum, identify the record owner or possessor of the property, set forth the last known address of the record owner or possessor, set forth the date upon which the abatement of the nuisance was ordered by the Board of Directors and the date that the abatement was complete, and include a description of the real property subject to the lien and the amount of the abatement cost constituting the lien. Recordation of a Notice of Abatement Lien pursuant to this Section shall have the same effect as recordation of a money judgment recorded pursuant to Code of Civil Procedure Section 697.310 et seq., and shall create a lien which has the same priority as a judgment lien on real property which shall continue in effect until released. On the order of the Board of Directors, or any designee of the Board of Directors, an abatement lien created under this Ordinance may be released or subordinated in the same manner as a judgment lien on real property may be released or subordinated.
- B. As an alternative to, or in addition to the lien procedure detailed in subsection A above, the abatement costs incurred by the District may be levied against the parcel of land subject to abatement activities by the District as a special real property tax assessment in accordance with Government Code Sections 25845 and 61115. Any special tax assessment imposed on real property pursuant to this Section may be collected at the same time and in the same manner as ordinary real property taxes are collected by the County of El Dorado, and shall be subject to the same penalties and the same procedure and sale in case of delinquency as is provided for ordinary real property taxes. Notice of any special assessment that is levied on real property pursuant to this Section shall be given to the property owner by certified mail, and shall contain the information set forth in Sections 25845 and 61115 of the Government Code. The District shall transmit the notice of such special assessment levied on real property pursuant to this Section to the County Auditor/Tax Collector of El Dorado County with instructions to collect the special tax assessment on the real property tax rolls for the ensuing fiscal year. Such notice shall be transmitted to the County Auditor/Tax Collector prior to August 10 in any fiscal year.

Section 14: VIOLATIONS

The owner or occupant of any parcel or premises within the District who violates this

Ordinance or permits a violation of this Ordinance upon any parcel or premises owned, occupied or controlled by him or her, shall be guilty of an infraction. Violation of this Ordinance shall consist of the following: (1) failure to abate hazardous vegetation and combustible material after abatement notice from the District; or (2) interference with the performance of the duties of officers or employees of the District or any contractor hired by the District for abatement activities; or (3) refusal to allow any officer or employee of the District or private contractor approved by the District to enter upon the property for the purpose of inspecting and/or removing any hazardous vegetation and/or combustible material from the property; or (4) interference in any manner whatsoever with the officers, employees or contractors of the District in the work of inspection and removal as provided in this Ordinance.

Section 15: PENALTY - INFRACTION

A. Notwithstanding the provisions of any other section of this code, violation of any of the provisions of this chapter, or failure to comply with any of the regulatory requirements of this chapter, is an infraction.

B. Every violation of this chapter is punishable by:

(1) A fine not exceeding \$100.00 for the first violation;

(2) A fine not exceeding \$200.00 for the second violation of the same provisions within one year; and

(3) A fine not exceeding \$500.00 for each additional violation of the same provisions within one year.

Section 16: SEVERABILITY

If any Ordinance, article, subsection or subdivision thereof, provision, sentence, clause or phrase of this code, or any application thereof, is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the remaining provisions of this code, which can be given effect without the invalid portions and, therefore, such invalid portions are declared to be severable. The District hereby declares that it would have enacted this Ordinance and each of its articles, sections, subsections, or subdivisions thereof, provisions, sentences, clauses or phrases irrespective of the fact that one or more of them is declared invalid.

Section 17: EFFECTIVE DATE AND PUBLICATION

This Ordinance shall take effect thirty (30) days after its adoption. The Cameron Park Board Secretary is directed to publish this Ordinance in a newspaper of general circulation in the District. In lieu of publication of the full text of the Ordinance within fifteen (15) days after its passage, a summary of the Ordinance may be published at least five (5) days prior to and fifteen (15) days after adoption by the District Board and a certified copy shall be posted in the office of the District, and Cameron Park Fire Department Office, pursuant to Government Code Sections 25120 through 25132.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District this ___ day of _____ 2014, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Secretary of the Board

President, Board of Directors

Agenda Transmittal

DATE: February 17, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #8: RESOLUTION MAKING FINDINGS REGARDING
UNEXPENDED FIRE IMPACT FEES

RECOMMENDED ACTION: Adopt Resolution No. 2016-03 Making Findings Regarding
Unexpended Fire Impact Fees with a Board Poll Vote

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

The information which specifies the county's requirements for compliance with their fire impact fee programs has been reviewed. The District has complied with the requirement to provide capital improvement plans for fire and emergency services in the form of an updated master plan, which has been approved by the Board. The District has also completed an updated nexus study for fire impact fees which has been approved by the Board.

The county also has an annual reporting requirement that the district provide an annual accounting of the impact fee account specifying the beginning and ending balances for such account, the amount of expenditures and revenues received in each account during the year, the types of equipment or facilities upon which such impact fees were expended, the percentage of the cost of each improvement funded with impact fees, the commencement date for construction of those facilities for which your district determines adequate funds have been received to fund construction costs, the amounts of any interfund transfers, and the amounts of any refunds. You have sent to the county a five year accounting of the fire impact fee account describing these required items as of June 30, 2015. This report is attached as an exhibit to the attached resolution and incorporated therein so that it will be approved by the Board when the Board approves the resolution.

However, the District is also required to submit an additional report regarding its fire impact fee program pursuant to Government Code section 66001(d). That section requires that the district, every five years, make findings of fact by its Board of Directors with respect to that portion of its impact fee account that remains unexpended, whether committed to a particular project or not. The following findings must be made regarding the unexpended balance of the fire impact fee account:

1. Identify the purpose to which the fee will be put. This requires that certain projects consisting of facilities, apparatus or equipment be identified as being funded by impact fees in the future. Those facilities, apparatus and equipment should be identified from the fire master plan.
2. Demonstrate a reasonable relationship between the unexpended fees and the purpose for which the impact fees were charged. This information comes from the fire nexus study which relates the need for new or improved facilities, apparatus and/or equipment to the expansion in population created by new development which must be served by fire facilities, apparatus and/or equipment. The findings should provide that fees be expended on particular projects, apparatus or equipment in order to maintain the existing level of service to new residents who increase the demand for services or facilities.
3. Identify all sources and amounts of funding anticipated to complete financing of incomplete improvements. If impact fees will not be sufficient to pay the entire cost of a facility, apparatus or equipment, the sources and amounts of other funds needed to complete the improvement need to be identified, such as general fund, grants, bond proceeds, etc.
4. Designate the approximate dates on which such additional funding will be available to contribute to the cost of the improvement.

A resolution for consideration and adoption by the Board which include these findings for the fire impact fee program based on the recommendations of the Fire Committee as to what projects should be funded with impact fees and when has been prepared. The reasonable relationship between the purposes for which the impact fees were enacted and the specific projects described which will be funded with impact fee revenue is the same as the relationship expressed in the fire nexus study.

It is recommended that the Board adopt Resolution No. 2016-03 making findings regarding unexpended fire impact fees.

Attachment A – Development Impact Mitigation Fee Annual Report (Fire)

Attachment B – Proposed use of Fire Developer Impact Fees

Attachment C - Draft Resolution No. 2016-03

ATTACHMENT A

Cameron Park Community Services District Development Impact Mitigation Fee Annual Report (Fire)

- A. A brief description of the types of fees in the account.

On December 13, 2005 the Board of Supervisors adopted Resolution 357-2005 approving the Cameron Park Community Services District Capital Improvement Plan and establishing development impact fees for the District. The fee was established to fund new facilities and equipment for the District to provide protection services to new development in compliance with the County's Public Safety and Housing Elements of the General Plan. Resolution 357-2005 superseded Resolution 262-2001 approved on October 2, 2001 which originally established the fee program for the Community Services District.

- B. The amount of the fee

Resolution 357-2005 set the amount of the fee on new development as follows:

| Residential - per dwelling unit | | Comm/Ind/Inst - per square foot | |
|---------------------------------|---------------|---------------------------------|---------------|
| Sprinklered | Unsprinklered | Sprinklered | Unsprinklered |
| \$2,678.00 | \$2,678.00 | \$1.49 | \$1.49 |

- C. The beginning and ending balance of the account. (see table)
D. The amount of fees collected. (see table)

| <i>Impact Fee Summary</i> | FY 2010-11 | FY 2011-12 | FY 2012-13 | FY 2013-14 | FY 2014-15 |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|
| Cash Balance Beginning of Fiscal Year | 1,570,959.91 | 1,580,770.97 | 1,265,488.47 | 1,290,027.29 | 1,249,644.52 |
| Revenue | | | | | |
| Development Fees Collected | 5,356.00 | | 21,985.34 | 36,239.46 | 6,697.00 |
| Interest Earned | 4,508.62 | 3,515.50 | 2,553.48 | 2,462.13 | 3,445.71 |
| Accounting Adjustment | | | | 117.47 | |
| Total Revenue | 9,864.62 | 3,515.50 | 24,538.82 | 38,819.06 | 10,142.71 |
| Expenditures | | | | | |
| Public Improvement Expenditures | | 318,798.00 | | 79,201.83 | 0.00 |
| Transfer to Operations | | | | | |
| Accounting Adjustment | | | | | |
| Accounting Charges | 53.56 | 0.00 | 0.00 | | |
| Total Expenditures | 53.56 | 318,798.00 | 0.00 | 79,201.83 | 0.00 |
| Year End Close Balance | 1,580,770.97 | 1,265,488.47 | 1,290,027.29 | 1,249,644.52 | 1,259,787.23 |

ATTACHMENT A

E. Identification of each public improvement on which fees were expended and the amount of the expenditure on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

| Date | Public Improvement | Amount | % Funded with Fees |
|-------------|---|---------------|---------------------------|
| Aug-11 | Type III Fire Engine | \$318,798.00 | 100% |
| Sep-13 | Additional Equipment for Type III Fire Engine | \$79,201.83 | 100% |

F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, and the public improvement remains incomplete.

There are no projects in process or scheduled to begin at this time.

G. A description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an inter-fund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

There have been no inter-fund transfers or loans.

H. The amount of refunds made.

No refunds have been made from the account.

Cameron Park Community Services District**Proposed use of Fire Developer Impact Fees****Fund Balance as of June 30, 2015: \$1,259,787**

| <u>Project Description</u> | <u>Amount</u> | <u>Year</u> |
|-----------------------------|--------------------|-------------|
| Light Vehicles purchase (2) | \$140,000 | 2016-17 |
| Station 88 | \$315,000 | 2016-17 |
| Station 88 | \$35,000 | 2017-18 |
| Type 3 Engine | \$490,000 | 2017-18 |
| Training Facility | \$300,000 | 2018-19 |
| Total | \$1,280,000 | |

Source: 2015-20 Fire Master Plan and Capital Improvement Plan

Project overages will be paid for by future fee receipts, equipment replacement fund or
General Fund reserves.

**RESOLUTION NO. 2016-03
OF THE BOARD OF DIRECTORS
OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT
FEBRUARY 17, 2016**

**RESOLUTION MAKING FINDINGS REGARDING
UNEXPENDED FIRE IMPACT FEES**

WHEREAS, AB 1600 known as the Mitigation Fee Act was adopted and codified in California Government Code Section 66000 et seq. (the “Act”) allowing the establishing, increasing or imposing of a development fee as a condition of approval of a development project to offset the impacts of such project on a local government and its residents in those cases in which the purpose and use of the fee are identified and a reasonable relationship between the use of the fee and the type of development project on which the fee is imposed is demonstrated; and

WHEREAS, the Board of Supervisors of the County of El Dorado (“Board of Supervisors”), by Ordinance Number 3991, added Chapter 13, Section 20 of the El Dorado County Code (the “County Ordinance”) authorized the imposition of fire and emergency medical impact mitigation fees (“Fire Impact Fees”) on new development within the unincorporated area of the Cameron Park Community Services District (the “District”) in order to fund fire suppression and emergency medical facilities, apparatus and equipment necessary to mitigate the impacts on the District and its residents caused by new development; and

WHEREAS, the County Ordinance permits the County to collect such impact fees on behalf of impacted districts such as the District authorized by law to provide fire and emergency medical services, and transmitting such impact fees to the District for expenditure for such purposes, provided that the County and the District enter into a written agreement regarding the collection process for such impact fees through the County’s building permit process and the payment of certain administrative charges to the County by the District to reimburse the County’s costs of imposing and collecting such impact fees. The County and District have entered into such an agreement.

WHEREAS, the District Board of Directors (the “Board”) considered and approved on August 19, 2015, a Fire Department Master Plan and Capital Improvement Plan dated August, 2015 prepared by Mintier Harnish Planning Consultants of Sacramento (the “Fire Master Plan”). The Fire Master Plan specifies the improvements, facilities, apparatus and equipment that may be funded with fire impact fees and other revenues available to the District during the following five (5) years.

WHEREAS, the District Board considered and approved on September 16, 2015 a Fire Impact Fee Nexus Study prepared by SCI Consulting Group dated September 2015 (“Nexus Study”) that provides the required information to update the District’s fire impact fees.

WHEREAS, the Act at Government Code section 66006(b) requires the District to prepare an annual report regarding the collection and use of impact fees which specifies the following: (a) the type and amount of the impact fee; (b) the beginning and ending balance of the impact fee account; (c) the amount of impact fees collected and interest earned during the year; (d) identification of each public improvement on which impact fees were expended, the amount of expenditures on each improvement, and the total percentage of the cost of each such improvement funded with impact fees; (e) for incomplete public improvements for which sufficient funds have been collected, the approximate date of commencement of construction; (f) a description of any inter-fund transfers or loans made from the impact fee account; and (g) the amount of any refunds of impact fees (the “Annual Report”). The District has prepared the Annual Report for fire impact fees for Fiscal Year 2014-15 which also includes data for the preceding four (4) fiscal years, which is attached hereto as Exhibit A and incorporated herein by this reference.

WHEREAS, the Act requires at Government Codes section 66001(d) that a local public agency receiving and expending impact fees make specified findings every 5 years with respect to those impact fees which have been collected and remain unexpended. The purpose of this Resolution is to record the making of such findings by the Board on behalf of the District. The findings to be made are as follows: (a) the purposes to which the impact fees will be put; (b) demonstration of a reasonable relationship between the fee and the purpose for which it is charged; (c) for incomplete improvements, identification of all sources and amounts of funding required to complete such improvements; and (d) for incomplete improvements, an estimate of the approximate dates on which such funding will be deposited into the appropriate account or fund.

NOW, THEREFORE, IT IS HEREBY RESOLVED that:

After considering the requirements of the Act, the Fire Master Plan, the Nexus Study, the Annual Report, this Resolution, and the testimony received at this public meeting at which this Resolution was considered, the Board hereby makes the following findings:

1. The Fire Impact Fee Program and the Fire Impact Fees approved in the Nexus Study are for the purposes of funding the cost of those fire and emergency medical facilities, improvements, apparatus and equipment specified in the Fire Master Plan attributable to new residential development in the District.

2. The current unexpended balance of fire impact fees, the specific improvement projects, apparatus and equipment to be funded with fire impact fees, the amount of the anticipated expenditure for each such improvement project, apparatus or equipment, and the anticipated dates of expenditure of such fire impact fees for each such improvement project, apparatus and/or equipment are detailed in that certain Report entitled “Proposed Uses of Fire Developer Impact Fees” attached hereto as Exhibit B and incorporated herein by this reference (the “Proposed Uses Report”).

3. The funding of the proposed improvements, apparatus and equipment meets the purposes for which the fire impact fees are imposed to provide fire suppression and emergency medical facilities, apparatus and equipment necessary to meet the needs of new residential population within the District generated by new residential development and to maintain existing levels of service for new residents of the District.

4. The proposed improvements, apparatus and equipment specified in the Proposed Uses Report are reasonably related to the residential development projects upon which the impact fees have been imposed because such impact fee revenue will be used to enhance and extend the useful life of the District's fire suppression and emergency medical facilities, and to acquire apparatus and equipment necessary to maintain the existing level fire suppression and emergency medical services for an increased service population and meet the additional demands for such fire suppression and emergency medical services generated by the new residents of such new residential development.

5. The Proposed Uses Report proposes to spend the entire unexpended balance of fire impact fees on those specific facilities, apparatus and equipment detailed in the report in the fiscal years specified. Therefore there are no incomplete improvement projects for which to make findings pursuant to Government Code section 66001(d)(1)(C) and (D). To the extent that the balance of unexpended fire impact fees is insufficient to fund all of the facilities, apparatus and/or equipment specified in the Proposed Uses Report the District proposes to utilize available equipment replacement funds and General Fund reserves.

6. The Annual Report attached hereto as Exhibit A specifying the beginning and ending balances of the fire impact fee account and the expenditures and revenues accrued to that account over the period of five (5) fiscal years ending in Fiscal Year 2014-15 is hereby approved.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting on February 17, 2016, by the following vote of said Board:

February 17, 2016

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Director Greg Stanton, President
Board of Directors

Mary Cahill, Board Secretary
Board of Directors

*Cameron Park
Community Services District*

Agenda Transmittal

DATE: February 17, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #9: RESOLUTION MAKING FINDINGS REGARDING
UNEXPENDED PARK IMPACT FEES

RECOMMENDED ACTION: Adopt Resolution No. 2016-04 Making Findings Regarding
Unexpended Park Impact Fees with a Board Poll Vote

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

Information which specifies the county's requirements for compliance with their park impact fee programs has been reviewed. The District has complied with the requirement to provide capital improvement plans for park and recreation facilities in the form of an updated master plan, which has been approved by the Board. The District has also completed an updated nexus study for park impact fees which has been approved by the Board.

The county also has an annual reporting requirement that the district provide an annual accounting of the impact fee account specifying the beginning and ending balances for such account, the amount of expenditures and revenues received in each account during the year, the types of equipment or facilities upon which such impact fees were expended, the percentage of the cost of each improvement funded with impact fees, the commencement date for construction of those facilities for which your district determines adequate funds have been received to fund construction costs, the amounts of any interfund transfers, and the amounts of any refunds. You have sent to the county a five year accounting of the park impact fee account describing these required items as of June 30 2015. This report is attached as an exhibit to the attached resolution and incorporated therein so that it will be approved by the Board when the Board approves the resolution.

However the District is also required to submit an additional report regarding its park impact fee program pursuant to Government Code section 66001(d). That section requires that the district, every five years, make findings of fact by its Board of Directors with respect to that portion of its impact fee account that remains unexpended, whether committed to a particular project or not. The following findings must be made regarding the unexpended balance of the fire impact fee account:

1. Identify the purpose to which the fee will be put. This requires that certain projects consisting of facilities, improvements or equipment be identified as being funded by impact fees in the future. Those facilities, improvements and equipment should be identified from the park master plan.
2. Demonstrate a reasonable relationship between the unexpended fees and the purpose for which the impact fees were charged. This information comes from the park nexus study which relates the need for new or improved facilities and/or equipment to the expansion in population created by new development which must be served by park and recreation facilities and/or equipment. The findings should provide that fees be expended on particular improvement projects or equipment in order to maintain the existing level of service to new residents who increase the demand for services or facilities.
3. Identify all sources and amounts of funding anticipated to complete financing of incomplete improvements. If impact fees will not be sufficient to pay the entire cost of a facility, improvement or equipment, the sources and amounts of other funds needed to complete the improvement need to be identified, such as general fund, grants, bond proceeds, etc.
4. Designate the approximate dates on which such additional funding will be available to contribute to the cost of the improvement.

A resolution for consideration and adoption by the Board which include these findings for the park impact fee program based on the recommendations of the Parks and Recreation Committee as to what projects should be funded with impact fees and when has been prepared. The reasonable relationship between the purposes for which the impact fees were enacted and the specific projects described which will be funded with impact fee revenue is the same as the relationship expressed in the park nexus study.

It is recommended that the Board adopt Resolution No. 2016-04 making findings regarding unexpended park impact fees.

Attachment A – Development Impact Mitigation Fee Annual Report (Parks)

Attachment B – Proposed use of Parks Developer Impact Fees

Attachment C – Draft Resolution No. 2016-04

ATTACHMENT A

Cameron Park Community Services District Development Impact Mitigation Fee Annual Report (Parks)

- A. A brief description of the types of fees in the account.

In 2007 the Board of Supervisors approved Park Impact Fees (AB 1600 Fees) for the Cameron Park Community Services District. The purpose of the fee is to fund the cost of parkland development and construction of community use facilities.

- B. The amount of the fee

The following fees were adopted for new residential development:

| AB 1600 Fee Schedule | Parkland Acquisition Fee | Park Facilities Fee | Total Fees |
|-----------------------------|---------------------------------|----------------------------|-------------------|
| Single Family Detached | \$3,037 | \$4,984 | \$8,021 |
| Single Family Attached | \$2,248 | \$3,690 | \$5,938 |
| Multi-Family Unit | \$2,325 | \$3,816 | \$6,141 |
| Mobile Home Unit | \$1,503 | \$2,467 | \$3,970 |

- C. The beginning and ending balance of the account. (see table)
D. The amount of fees collected. (see table)

| <u>Impact Fee Summary</u> | FY 2010-11 | FY 2011-12 | FY 2012-13 | FY 2013-14 | FY 2014-15 |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| Cash Balance Beginning of Fiscal Year | 69,382.93 | 85,479.08 | 85,704.64 | 117,961.57 | 182,428.52 |
| Revenue | | | | | |
| Development Fees Collected | 16,042.00 | | 32,084.00 | 64,168.00 | 40,105.00 |
| Interest Earned | 54.85 | 225.56 | 172.93 | 298.95 | 507.75 |
| Accounting Adjustment | | | | | |
| Total Revenue | 16,096.85 | 225.56 | 32,256.93 | 64,466.95 | 40,612.75 |
| Expenditures | | | | | |
| Public Improvement Expenditures | | | | | |
| Transfer to Operations | | | | | |
| Accounting Adjustment | | | | | |
| Accounting Charges | | | | | |
| Total Expenditures | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Year End Close Balance | 85,479.78 | 85,704.64 | 117,961.57 | 182,428.52 | 223,041.27 |

ATTACHMENT A

- E. Identification of each public improvement on which fees were expended and the amount of the expenditure on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

There have been expenditures of AB 1600 Fee money in the 5 years.

- F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, and the public improvement remains incomplete.

There are no projects in process or scheduled to begin at this time.

- G. A description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expensed, and, in the case of an inter-fund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

There have been no inter-fund transfers or loans.

- H. The amount of refunds made.

No refunds have been made from the account.

Cameron Park Community Services District

Proposed use of Parks Developer Impact Fees

Fund Balance as of June 30, 2015: \$283,073

| <u>Project Description</u> | <u>Amount</u> | <u>Year</u> |
|--|------------------|-------------|
| Rasmussen parking lot resurfacing | \$55,000 | 2015-16 |
| Replace Cameron Park Lake lagoon lining | \$32,000 | 2015-16 |
| Community Center Storage Structures | \$20,000 | 2015-16 |
| Replace Community Center Pool Pump | \$10,000 | 2015-16 |
| Golf Cart at Cameron Park Lake | \$10,000 | 2015-16 |
| Replacement Cameron Park Lake Dock | \$20,000 | 2016-17 |
| Christa McAuliffe parking lot resurfacing | \$20,000 | 2016-17 |
| Cameron Park Lake Tennis Court resurfacing | \$30,000 | 2016-17 |
| Cameron Park Lake Dam/Spillway replacement | \$34,000 | 2017-18 |
| Community Center Pool Concessions Relocation | \$35,000 | 2017-18 |
| Cameron Park Lake lagoon pump filters | \$18,000 | 2017-18 |
| Total | \$284,000 | |

Source: 2015-16 amended budget; 2016-17, 2017-18 from Browning Reserve Study
 Project overages will be paid for by future fee receipts or General Fund reserves.

**RESOLUTION NO. 2016-04
OF THE BOARD OF DIRECTORS
OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT
FEBRUARY 17, 2016**

**RESOLUTION MAKING FINDINGS REGARDING
UNEXPENDED PARK IMPACT FEES**

WHEREAS, AB 1600 known as the Mitigation Fee Act was adopted and codified in California Government Code Section 66000 et seq. (the “Act”) allowing the establishing, increasing or imposing of a development fee as a condition of approval of a development project to offset the impacts of such project on a local government and its residents in those cases in which the purpose and use of the fee are identified and a reasonable relationship between the use of the fee and the type of development project on which the fee is imposed is demonstrated; and

WHEREAS, the Board of Supervisors of the County of El Dorado (“Board of Supervisors”), by Ordinance Number 4404, added Chapter 13, Section 30 of the El Dorado County Code (the “County Ordinance”) which authorized the imposition of park and recreation impact mitigation fees (“Park Impact Fees”) on new development within the unincorporated area of the Cameron Park Community Services District (the “District”) in order to fund park and recreational facilities and equipment necessary to mitigate the impacts on the District and its residents caused by new development; and

WHEREAS, the County Ordinance permits the County to collect such impact fees on behalf of impacted districts such as the District authorized by law to provide park and recreational services, and transmitting such impact fees to the District for expenditure for such purposes , provided that the County and the District enter into a written agreement regarding the collection process for such impact fees through the County’s building permit process and the payment of certain administrative charges to the County by the District to reimburse the County’s costs of imposing and collecting such impact fees; and

WHEREAS, the County and the District first entered into such an agreement on September 15, 1997; and

WHEREAS, the District Board of Directors (the “Board”) considered and approved on May 14, 2014, a Parks and Recreation Master Plan update dated May 14, 2014 prepared by Foothill and Associates (the “Park and Recreation Master Plan”). The Park and Recreation Master Plan specifies the improvements and equipment that may be funded with park impact fees and other revenues available to the District during the following ten (10) years.

WHEREAS, the District Board considered and approved on November 18, 2015 a Park Impact Fee Nexus Study prepared by SCI Consulting Group dated November 2015 (“Nexus Study”) that provides the required information to update the District’s park impact fees.

WHEREAS, the Act at Government Code section 66006(b) requires the District to prepare an annual report regarding the collection and use of impact fees which specifies the following: (a) the type and amount of the impact fee; (b) the beginning and ending balance of the impact fee account; (c) the amount of impact fees collected and interest earned during the year; (d) identification of each public improvement on which impact fees were expended, the amount of expenditures on each improvement, and the total percentage of the cost of each such improvement funded with impact fees; (e) for incomplete public improvements for which sufficient funds have been collected, the approximate date of commencement of construction; (f) a description of any interfund transfers or loans made from the impact fee account; and (g) the amount of any refunds of impact fees (the “Annual Report”). The District has prepared the Annual Report for park impact fees for Fiscal Year 2014-15 which also includes data for the preceding four (4) fiscal years, which is attached hereto as Exhibit A and incorporated herein by this reference.

WHEREAS, the Act requires at Government Codes section 66001(d) that a local public agency receiving and expending impact fees make specified findings every 5 years with respect to those impact fees which have been collected and remain unexpended. The purpose of this Resolution is to record the making of such findings by the Board on behalf of the District. The findings to be made are as follows: (a) the purposes to which the impact fees will be put; (b) demonstration of a reasonable relationship between the fee and the purpose for which it is charged; (c) for incomplete improvements, identification of all sources and amounts of funding required to complete such improvements; and (d) for incomplete improvements, an estimate of the approximate dates on which such funding will be deposited into the appropriate account or fund.

NOW, THEREFORE, IT IS HEREBY RESOLVED that:

After considering the requirements of the Act, the Park and Recreation Master Plan, the Nexus Study, the Annual Report, this Resolution, and the testimony received at this public meeting at which this Resolution was considered, the Board hereby makes the following findings:

1. The Park Impact Fee Program and the Park Impact Fees approved in the Nexus Study are for the purposes of funding the cost of those park and recreational facilities, open space, and trail development specified in the Park and Recreational Master Plan attributable to new residential development in the District.

2. The current unexpended balance of park impact fees, the specific improvement projects to be funded with park impact fees, the amount of the anticipated expenditure for each such improvement project, and the anticipated dates of expenditure of such park impact fees for each such improvement project are detailed in that certain Report entitled “Proposed Uses of Park Developer Impact Fees” attached hereto as Exhibit B and incorporated herein by this reference (the “Proposed Uses Report”).

3. The development of the proposed projects meets the purposes for which the park impact fees are imposed to provide park and recreational facilities to meet the needs of new residential population within the District generated by new residential development and to maintain existing levels of service for new residents of the District.

4. The improvement projects specified in the Proposed Uses Report are reasonably related to the residential development projects upon which the impact fees have been imposed because such impact fee revenue will be used to enhance and extend the useful life of the District's parks, recreation facilities and open spaces in order to maintain the existing level of service for an increased service population and meet the additional demands for such facilities generated by the new residents of such new residential development.

5. The Proposed Uses Report proposes to spend the entire unexpended balance of park impact fees on those specific improvement projects detailed in the report in the fiscal years specified. Therefore there are no incomplete improvement projects for which to make findings pursuant to Government Code section 66001(d)(1)(C) and (D).

6. The Annual Report attached hereto as Exhibit A specifying the beginning and ending balances of the park impact fee account and the expenditures and revenues accrued to that account over the period of five (5) fiscal years ending in Fiscal Year 2014-15 is hereby approved.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting on February 17, 2016, by the following vote of said Board:

February 17, 2016

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Director Greg Stanton, President
Board of Directors

Mary Cahill, Board Secretary
Board of Directors

Cameron Park Community Services District

REVISED Agenda Transmittal

DATE: February 17, 2016
TO: Board of Directors
FROM: Tina Helm, Recreation Supervisor
AGENDA ITEM #5: SIERRA SHARKS REQUEST FOR FEE REDUCTION
RECOMMENDED ACTION: Receive, Discuss and Action as Appropriate

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

The Sharks Swim Team's Season typically starts at the end of April and concludes the end of the third week of July. In May the team uses 10 lanes, practices are held in the afternoons as the participants are still in school. Once school gets out, the beginning of June, the practices are offered both in the morning and afternoon. The Sharks use a percentage of the pool (usually 7 lanes). During the morning practice, lap swim is offered in the open 3 lanes from 7-10am; swim lessons use the open lanes for the more advanced classes from 10am to 12pm. In the afternoon the swim lessons use the open lanes for the more advanced classes from 4 to 6:30pm. This year the Sharks requested dates from April 22 to July 21, 2016. For the 2015 season the Sharks did receive a \$2500 credit to help offset the lifeguard fees.

The Sharks attended the Board Meeting on December 16 to discuss reduction of lifeguard costs during the month of May, 2016. After discussion the board requested the options below:

- Option 1A – No lifeguard fees for the month of May as was requested in November 2015
- Option 1B – Shared costs of lifeguard for the month of May
- Option 2 – Shared cost of lifeguard for AM & PM practices the entire season
- Option 3 – Swim provides own guards when sole users of the pool ** this is a New Option
- Option 4 – Shared cost of lifeguard – 1 for May and 1.5 from June & July ** added 2/16/16**

Proposed Fee - The proposed fee for the 2016 season is \$34,915 for 423.25 hr. based on ** \$56.65/hr. when 10 lanes are being used or a percentage thereof. ** A 3% increase on the hourly pool fee

| | | |
|--|--|-----------------|
| Pool fee: | \$56.65/hr. for 10 lanes– April 22-May 27 – 102 hr. & meets 37.5 hr. | \$ 7,903 |
| | \$33.99/hr. for 6 lanes - May 23-27 - 6.25 hours | \$ 212 |
| | \$39.66/hr. for 7 lanes – May 31- July 21 – 277.50 hr. | \$11,006 |
| Lifeguard Fee: | \$16.63/hr. per lifeguard - 2 lifeguards for practices 385.75 hr. | \$12,830 |
| Lifeguard Fee: | \$16.63/hr. per lifeguard - 3 for swim meets (5 meets) 37.5 hr. | \$1,871 |
| Facility use (kick off meeting, awards ceremony, etc.) | | \$1,093 |
| Total | | \$34,915 |

Proposed Fee to reflect minimum wage increase – Minimum wage increased in July 2014 and again in January 2016. The lifeguard fee has not increased since 2010.

| | | |
|--|--|-----------------|
| Pool fee: | \$56.65/hr. for 10 lanes– April 22-May 27 – 102 hr. & meets 37.5 hr. | \$ 7,903 |
| | \$33.99/hr. for 6 lanes - May 23-27 - 6.25 hours | \$ 212 |
| | \$39.66/hr. for 7 lanes – May 31- July 21 – 277.50 hr. | \$11,006 |
| Lifeguard Fee: | \$18.60/hr. per lifeguard - 2 lifeguards for practices 385.75 hr. | \$14,350 |
| Lifeguard Fee: | \$18.60/hr. per lifeguard - 3 for swim meets (5 meets) 37.5 hr. | \$2,093 |
| Facility use (kick off meeting, awards ceremony, etc.) | | \$1,093 |
| Total | | \$36,657 |

The following options reflect a comparison of the lifeguard fee at \$16.62/hr. and the fee of \$18.60 to reflect the minimum wage increase. **(please see Summary Page – attachment 1A)**

Option 1A – No lifeguard fee charged for the month of May. The hours that the Sharks are scheduled for May is 108.25 hours. CSD guards would be on duty for CSD activities and swim team practice. There would be a minimum of three when the public/Sharks are using the pool at the same time and two guards when the public is not sharing the pool.

| | <u>Proposed Base Fee</u> | <u>Reflects min wage increase</u> |
|-------------------------------------|--------------------------|-----------------------------------|
| Pool use fee: | \$19,121 | \$19,121 |
| Lifeguard Fee for June/July: | \$ 9,230 | \$10,323 |
| Swim Meet Lifeguard fee: | \$ 1,871 | \$ 2,093 |
| Facility fee: | <u>\$ 1,093</u> | <u>\$ 1,093</u> |
| Proposed cost for season | \$31,315 | \$32,630 |
| Difference | (-\$3,600) | (-\$4,027) |

** If the Sharks were not at the pool the approximate cost for the guard for the month of May (to supervise the weekday activities) at the pool and one week of evening public swim (May 23-27). Fee is based on \$16.63/hr. and \$18.60/hr.

| | |
|---------|---------|
| \$2,129 | \$2,381 |
|---------|---------|

Option 1B- Shared cost of lifeguards for the month of May. The Sharks would pay a shared costs of the guards during for the month of May. The shared cost of the guards would be for two guards when the pool is not shared with the public (4-4:45pm and about 7-8:15pm) and for three guards when it is being shared (approximately 2hr/day) for the month of May.

| | <u>Proposed Base Fee</u> | <u>Reflects min wage increase</u> |
|------------------------------------|--------------------------|-----------------------------------|
| Pool use fee: | \$19,121 | \$19,121 |
| Shared Lifeguard fee – May: | \$11,404 | \$12,755 |
| Swim Meet Lifeguard fee: | \$ 1,871 | \$ 2,093 |
| Facility fee: | <u>\$ 1,093</u> | <u>\$ 1,093</u> |
| Proposed cost for season | \$33,489 | \$35,062 |
| Difference | (- \$1,426) | (- \$1,595) |

** If the Sharks were not at the pool the approximate cost for the guard for the month of May (to supervise the weekday activities) at the pool and one week of evening public swim (May 23-27). Fee is based on \$16.63/hr. and \$18.60/hr.

| | |
|---------|---------|
| \$2,129 | \$2,381 |
|---------|---------|

Option 2 – Shared cost of lifeguards for swim practice for the entire season. The Sharks would pay a shared cost of the guards during the entire season. This option accounts for 1.5 lifeguards during practices. There would be a minimum of two to three CSD guards on duty. A coach cannot actively lifeguard while coaching per California Health & Safety Code Section 116025-116068 – see Attachment A. A minimum of 2 lifeguards are needed to perform a backboard rescue as they respond as a team.

| | <u>Proposed Base Fee</u> | <u>Reflects min wage increase</u> |
|---|--------------------------|-----------------------------------|
| Pool use fee: | \$19,121 | \$19,121 |
| Shared Lifeguard fee for season: | \$ 9,346 | \$10,453 |
| Swim Meet Lifeguard fee: | \$ 1,871 | \$ 2,093 |
| Facility fee: | <u>\$ 1,093</u> | <u>\$ 1,093</u> |
| Proposed cost for season | \$31,431 | \$32,760 |
| Difference | (- \$3,484) | (- \$3,897) |

** If the Sharks were not at the pool the approximate cost for the guards for the months of May (to supervise the weekday activities) at the pool and one week of evening public swim (May 23-27) as well as weekday time starting May 31 to July 21 to supervise the pool from 7am to 11:15am and 4-7:15pm.

| | |
|----------|----------|
| \$11,641 | \$13,020 |
|----------|----------|

Option 3 – Swim Team provides own guards when sole users of the pool early season only – April 22 and week of April 25-29 and also from May 2 – 27 for .75 hours 4-4:45pm total of 38.25 hours.

| | <u>Proposed Base Fee</u> | <u>Reflects min wage increase</u> |
|---------------------------------|--------------------------|-----------------------------------|
| Pool use fee: | \$19,121 | \$19,121 |
| Adjusted Lifeguard fee: | \$11,558 | \$12,903 |
| Swim Meet Lifeguard fee: | \$ 1,871 | \$ 2,093 |
| Facility fee: | <u>\$ 1,093</u> | <u>\$ 1,093</u> |
| Proposed cost for season | \$33,643 | \$35,210 |
| Difference | (- \$ 1,272) | (- \$1,487) |

Added – Option 4 per the PowerPoint sent from the Sharks - 2/16/16

Option 4 – Shared cost of lifeguards for swim practice for the entire season. The Sharks would pay a shared cost of the guards during the entire season. This option accounts for the Sharks sharing the payment of the lifeguards during practice paying for 1 for the month of May and 1.5 for the June and July practice times.

| | <u>Proposed Base Fee</u> | <u>Reflects min wage increase</u> |
|---|--------------------------|-----------------------------------|
| Pool use fee: | \$19,121 | \$19,121 |
| Shared Lifeguard fee for season: | \$ 8,723 | \$ 9,756 |
| Swim Meet Lifeguard fee: | \$ 1,871 | \$ 2,093 |
| Facility fee: | <u>\$ 1,093</u> | <u>\$ 1,093</u> |
| Proposed cost for season | \$30,808 | \$32,063 |
| Difference | (- \$4,107) | (- \$4,594) |

Hourly rate calculation:

| | |
|----------------|--|
| Wages | \$10.25 |
| Taxes | \$ 1.51 (includes worker's Comp) |
| Supervision | \$ 4.71 (Rec Supervisor & Aquatic Coordinator) (11%) |
| Administration | \$ 0.95 (GM, Accounting & HR – admin Fee) (6.5%) |
| Maintenance | <u>\$ 1.18</u> (Maintenance Staff) (10%) |
| Rate | \$18.60 |

Additional information:

| | |
|------------------------------------|--------------|
| Lifeguard research | Attachment B |
| Swim team drowning | Attachment C |
| Swim Team MOU | Attachment D |
| Sharks PowerPoint 12/7/15 | Attachment E |
| Sharks PowerPoint 2/16/16 | Attachment F |
| Aquatic Center Pool Costs Analysis | Attachment G |



CP CSD Board meeting on 2/17@6:30pm - summarized agenda

| | Description | Costs | Suggestion / Feedback | |
|----------------|---|--|-----------------------|--|
| OPTION 1A & 1B | <ul style="list-style-type: none"> A - No Lifeguard fee charged for month of May B - Shared cost of lifeguards for month of May | <p>Proposed Base Fee</p> <ul style="list-style-type: none"> \$31,315 (difference -\$3,600) - A \$33,489 (difference -\$1,426) - B <p>Reflecting min wage increase</p> <ul style="list-style-type: none"> \$32,630 - Difference -\$4,027 - A \$35,062 - Difference -\$1,595 - B | ✘ | <ul style="list-style-type: none"> Reject - not a viable long term solution |
| OPTION 2 | <ul style="list-style-type: none"> Shared cost of Lifeguards for swim team the entire season | <p>Proposed Base Fee</p> <ul style="list-style-type: none"> \$31,431 - Difference -\$3,484 <p>Reflecting min wage increase</p> <ul style="list-style-type: none"> \$32,760 - Difference -\$3,897 | ✘ | <ul style="list-style-type: none"> Ideal option based on available options provided Still not the best solution - suggest OPTION # 4 |
| OPTION 3 | <ul style="list-style-type: none"> Swim Team provides own guards when sole users | <p>Proposed Base Fee</p> <ul style="list-style-type: none"> \$33,643 - Difference -\$1,262 <p>Reflecting min wage increase</p> <ul style="list-style-type: none"> \$35,210 - Difference -\$1,487 | ✘ | <ul style="list-style-type: none"> Reject - not a viable long term solution \$8.45/hour difference; Escalated prices...taxes (includes workers comp) \$1.51, Supervision \$4.71, Admin \$0.95, Maintenance \$1.18 TOTAL hourly rate calculation: \$18.60 |
| OPTION 4 | <ul style="list-style-type: none"> *NOTE: Proposed OPTION | <p>Proposed Base - Shared services</p> <ul style="list-style-type: none"> ➤ MAY - 1.0 Lifeguard; Proposed Base Fee \$30,808 - Difference -\$4,107 ➤ JUNE & JULY - 1.5 Lifeguard; Reflecting min wage increase \$32,063 - Difference -\$4,594 | ✔ | <ul style="list-style-type: none"> Mutual solution to ALL aquatic rentals Hybrid approach to OPTION # 2 Consistent & is a level playing field Fees will need to be valued |

WHAT ARE COSTS FOR SIERRA SHARKS NOT BEING AT CP CSD?

- Continued decreased of registrations will influence team to move to other venues with lower costs or NO lifeguard fees
- Before any mutual agreements can occur, all capital investments are tabled until further alignment. I.e. On site storage
- Main question CP CSD must answer....can Option # 4 be applicable to ALL aquatic teams? I.e. Sharks, Aqua Sol, Water Polo, High Schools, etc.

CAMERON PARK COMMUNITY SERVICES DISTRICT
Finance/Human Resources Officer
(Exempt/Confidential)
Administration Department
Salary: \$43,911 - \$53,374

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities that are associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

COMMUNITY OVERVIEW:

The community of Cameron Park is located in the foothills of El Dorado County, on the west slope of the Sierra Nevada along U.S. Highway 50, about 30 miles east of Sacramento, California. The community is home to about 15,000 residents and covers an area of about 8.3 square miles. The Cameron Park Community Services District (CSD) administers fire and emergency services, parks, recreation, covenants, conditions and restrictions (CC&R's), lighting and landscaping, solid waste disposal and recycling.

DEFINITION:

Under supervision of the General Manager, plans, manages and organizes and directs the Finance, Human Resources, Information Technology, Risk Management and other related functions as required. Provides information to the public or other staff that requires the use of mature judgment. Maintains a high degree of confidentiality.

DISTINGUISHING CHARACTERISTICS:

The **Finance/Human Resources Officer** is the senior level class responsible for all functions and operations related to Finance, Human Resources, Information Technology and Risk Management. The Finance/Human Resources Officer assists with carrying out, reviewing, interpreting and coordinating District policies. This position supervises and directs work performed by part time employees.

Departmental operations are coordinated with the activities of other District departments and are developed within the framework of District policies. The position requires a demonstrated ability to work successfully with staff, management, the Board as well as with representatives of community organizations, state/local agencies and associations, District management and staff and the public.

SUPERVISION EXERCISED/RECEIVED:

Receives general direction from the General Manager. Incumbents in this position routinely exercise supervision over part time employees.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Reports directly to the General Manager and works with all departments. Manages the Finance, Human Resources and Information Technology operations of the District.

- Accepts responsibility for performing complex accounting functions related to financial statements, the preparation of journal entries for general ledger accounts, reconciliation of accounts, accounts payable, payroll, payroll benefits, accruals, and taxes. Knowledgeable of all functions and responsibilities of the Finance Department in order to train or lead other department staff, including backing up for absences.
- Performs a variety of financial reporting tasks, including prepares month-end closing and analyzes month-end reports for the general ledger; prepares reports and works with the auditor in gathering and interpreting data for their review, reconciling a number of District accounts and funds; maintains spreadsheets; analyzes and prepares accounts for year-end closing and financial statements.
- Works with staff to highlight revenue and expenditure trends to ensure budget compliance.
- Manages and coordinates all functions related to the District's finances including cash management, treasury, audit and control, procurement, payroll, accounts payable, fixed assets, vendor agreements, annual budget, internal control systems, records management, reporting and analysis, compliance with appropriate laws, ordinances and regulations and other related functions.
- Manages the District's fixed asset record-keeping and coordinate the preparation of a fixed asset report.
- Maintains a monthly task list to ensure critical department administrative tasks are completed on time.
- Administers Human Resources, including salaries, benefits and required employment documentation. Maintains a variety of confidential records and files.
- Manages the District's benefits programs, including proper participation in CalPERS and compliance with the District's CalPERS contracts and CalPERS regulations.
- Manages and coordinates all functions and operations related to the District's Information Technology including software, hardware, internet, telecom and other related functions.
- Manage the District's insurance programs for compliance, assures points for rate reduction are obtained for annual insurance renewal.
- Participates as a contributory member of the District Management team coordinating efforts with the General Manager and all other departments; attends meetings as assigned; attends Board of Directors meetings as required; prepares and presents reports to the General Manager, Board of Directors, and other public agencies or groups, analyzes complex technical challenges and evaluates alternative solutions.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:

Position requires prolonged sitting, standing, walking, reaching, twisting, kneeling, bending, squatting and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement and fine coordination in preparing statistical reports and data using a computer keyboard. Additionally, the position requires both near and far vision in reading correspondence, statistical data and using a computer. Acute hearing is required when providing phone and personal service. The need to lift, drag and push files, paper and documents weighing up to 25 pounds is also required.

Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

QUALIFICATIONS: (The following are minimal qualifications necessary for entry into the classification.)

Education and/or Experience:

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a Finance/Human Resources Officer. A Bachelor's degree is required and a Master's degree is preferred. Experience in a government agency, special district, or with fund accounting is highly desirable.

License/Certificate:

Must be able to travel to various locations within and outside the District to meet the District's needs and to fulfill the job responsibilities. When driving on District business, maintenance of a valid California Driver's License and satisfactory driving record is required.

Certificates in finance, human resources, information technology and public administration are highly desired.

Other Qualifications:

- Possession of, or ability to obtain, a valid Class C California driver's license.
- Must be able to pass a screening process to become bonded
- Drug Screening and DOJ Background check required.

Knowledge/Abilities/Skills: (The following are a representative sample of the KAS's necessary to perform essential duties of the position).

Knowledge of:

Principles and practices of administering and directing a public department and related responsibilities including financial record keeping, report writing, and basic governmental accounting; principles and practices of budget development, budget administration and purchasing; cash handling techniques; basic principles of mathematics; principles and practices of records management and organizational effectiveness; applicable federal, state and local laws, codes and regulations; principles and practices of supervision, training, discipline, and performance evaluation methods and techniques of scheduling work assignments; principles and practices of records management and organizational effectiveness; standard office procedures, practices and equipment; modern office procedures, including word processing, spreadsheet, and applicable software; methods and techniques for record keeping and report preparation and writing; proper English, spelling and grammar; ADA compliance, occupational hazards and standard safety practices.

Ability to:

Work independently and plan, direct, manage and coordinate the work of the Finance, Human Resources, Information Technology and Risk Management functions; prepare and administer a District-wide fund accounting budget; estimate time, materials and equipment needed to complete projects; keep accurate records; examine a wide variety of financial documents and reports; implement goals, objectives, and methods for measuring and evaluating achievement and performance levels; learn new complex software programs; perform mathematical calculations quickly and accurately; interpret, apply and make decisions in accordance with laws, procedures, rules, regulations, policies and guidelines; supervise, train, discipline and evaluate subordinates; read, interpret and record data accurately; analyze situations, project consequences of proposed actions and implement recommendations in support of goals; organize, prioritize and follow-up on work assignments; work independently and as part of a team; make sound decisions within established guidelines; analyze a complex issue, and develop and implement an appropriate response; follow written and oral directions; observe and enforce safety principles and work in a safe manner; work flexible hours, including evenings and weekends as business needs require; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships with those contacted in the course of work.

Skill to:

Operate an office computer and a variety of word processing, spreadsheet and software applications, including financial systems.

CAMERON PARK COMMUNITY SERVICES DISTRICT

**Senior Accountant
(Exempt/Confidential)
Admin/Finance
Department**

Salary: \$41,360 - \$50,273 (benefits)

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities that are associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

COMMUNITY OVERVIEW:

The community of Cameron Park is located in the foothills of El Dorado County, on the west slope of the Sierra Nevada along U.S. Highway 50, about 30 miles east of Sacramento, California. The community is home to about 15,000 residents and covers an area of about 8.3 square miles. The Cameron Park Community Services District (CSD) administers fire and emergency services, parks, recreation, covenants, conditions and restrictions (CC&R's), lighting and landscape, solid waste disposal and recycling.

DEFINITION:

Under general direction, performs complex and difficult accounting functions related to financial statements, the preparation of journal entries for general ledger accounts, reconciliation of accounts, accounts payable, payroll, payroll benefits, accruals, and taxes; performs other related duties as required.

DISTINGUISHING CHARACTERISTICS:

The **Senior Accountant** is the advanced journey-level class expected to perform the full scope of financial record keeping transactions, payroll, accounts payable, customer service functions, and related support duties with minimum supervision. Assignments are characterized by the presence of general guidelines from which to make decisions and the availability of supervision when required. This classification is distinguished from the next higher classification of Accounting Technician in that the latter performs the paraprofessional accounting duties.

SUPERVISION EXERCISED/RECEIVED:

Receives general direction from the General Manager. Incumbents in this position routinely provide lead direction to subordinate staff.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Accepts responsibility for performing complex accounting functions related to financial statements, the preparation of journal entries for general ledger accounts, reconciliation of accounts, accounts payable, payroll, payroll benefits, accruals, and taxes.
- Performs a variety of financial reporting tasks, including prepares month-end closing and analyzes

month-end reports for the general ledger; prepares reports and works with the auditor in gathering and interpreting data for their review, reconciling a number of District accounts and funds; maintains spreadsheets; analyzes and prepares accounts for year-end closing and financial statements.

- Assists with bank deposits of all District revenues as needed; analyzes and reviews bank account to assure funds are available; prepares requests for funds from County and LAJF as needed; reconciles monthly bank statements for all District accounts.
- Establishes positive working relationships with representatives of community organizations, state/local agencies and associations, District management and staff and the public.
- Liaison with the Board, General Manager and Dept. Heads.
- Provides information to the public or other staff that requires the use of mature judgment.
- Knowledgeable of all functions and responsibilities of the Finance Department in order to train or lead other department staff, including backing up for absences.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:

Position requires prolonged sitting, standing, walking, kneeling, squatting and stooping in the performance of daily activities. The position also requires repetitive hand movement and fine coordination in data entry and preparing reports using a computer keyboard. Additionally, the position requires both near and far vision in reading written reports and work related documents. Acute hearing is required when providing phone and personal service. The need to lift, drag and push files, paper and documents weighing up to 25 pounds is also required.

Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

QUALIFICATION: *The (The following are minimal qualifications necessary for entry into The classification.)*

Education and/or Experience:

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a **Senior Accountant**. An associate's degree is required and Bachelor's degree is preferred. In the absence of the required degree, the incumbent must possess the equivalent of three years of government agency, special district, or fund accounting experience and two years of college level course work in accounting or a related field.

Other Qualifications:

- Possession of, or ability to obtain, a valid Class C California driver's license.
- Must be able to pass a screening process to become bonded
- Drug Screening and DOJ Background check required

KNOWLEDGE/ABILITIES/SKILLS: *(The following are a representative sample of the KAS's necessary to perform essential duties of the position.)*

Knowledge of:

Principles and practices of financial record keeping, report writing, bookkeeping and basic governmental accounting; cash handling techniques; basic principles of mathematics; applicable federal, state and local laws, codes and regulations; methods and techniques of scheduling work assignments; standard office procedures, practices and equipment; modern office equipment, including a computer and applicable software; methods and techniques for record keeping and report preparation and writing; proper English, spelling and grammar; occupational hazards and standard safety practices.

Ability to:

Work independently and prepare, maintain and reconcile various complex financial, accounting and statistical records; keep accurate records; examine a wide variety of financial documents and reports; perform mathematical calculations quickly and accurately; interpret, explain and apply applicable laws, codes and regulations; read, interpret and record data accurately; organize, prioritize and follow-up on work assignments; work independently and as part of a team; make sound decisions within established guidelines; analyze a complex issue, and develop and implement an appropriate response; follow written and oral directions; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

Skill to:

Operate an office computer and a variety of word processing, spreadsheet and software applications, including financial systems.