

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



Wednesday, December 21, 2016 **6:00 p.m. Closed Session**
Board will convene into Closed Session
after Public Comment
6:30 p.m. Regular Meeting

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

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 INTO CLOSED SESSION

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

- “Labor Negotiations” Government Code Section 54957.6.

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION

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

PLEDGE OF ALLEGIANCE

OATH OF OFFICE

Amy Blackmon Four-year term (2020) - *Oath administered by El Dorado County Sheriff John D’Agostini*
Margaret Mohr Four-year term (2020) - *Oath administered by El Dorado County Supervisor Shiva Frentzen*

ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR

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

MOMENT OF RECOGNITION

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

PRESENTATION

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

OPEN FORUM

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

BEGINNING OF CONSENT CALENDAR

1. APPROVAL OF DRAFT CONFORMED AGENDAS

- a. Board of Directors' Regular Meeting, November 16, 2016
- b. Board of Directors' Special Meeting, November 28, 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 (November)
- b. Check Register (October and November)
- c. General Manager's Credit Card Activity (October and November)

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. BOARD REORGANIZATION: ELECTION OF PRESIDENT AND VICE-PRESIDENT

Recommended Action: Nominate and Elect Board of Directors' President and Vice-president

6. FISCAL YEAR 2016/17 PROJECT UPDATES

Recommended Action: Receive and File

7. SENIOR NUTRITION LUNCH PROGRAM

Recommended Action: Receive, Discuss, Show Support for the Senior Nutrition Lunch Program and Direct Staff to Work on an Agreement with County Staff

8. CAMERAS FOR THE ASSEMBLY HALL

Recommended Action: Receive, Discuss and Action as Appropriate

9. CAMERON PARK LAKE RESIDENT ENTRANCE KEY REPLACEMENT FEE INCREASE

Recommended Action: Receive, Discuss and Approve Cameron Park Lake Resident Key Replacement Fee

10. OVERVIEW OF CAMERON PARK COMMUNITY SERVICES DISTRICT ORDINANCE NO. 2016.03.16 – AN ORDINANCE OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT THE “WEED AND RUBBISH ABATEMENT” ORDINANCE WITH THE CAMERON PARK COMMUNITY SERVICES DISTRICT

Recommended Action: Receive, Discuss and Move to Board of Directors' Meeting in January

11. STAFF POSITION TITLE AND SALARY REVIEW

Recommended Action: Receive, Discuss and Approve Revise Staff Job Titles and Job Descriptions

12. REPORT BACK ITEMS TO THE BOARD OF DIRECTORS

13. 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

14. 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

ADJOURNMENT

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



- Wednesday, November 16, 2016
- 5:30 p.m. Closed Session
Board will convene into Closed Session after Public Comment
 - 6:30 p.m. Regular Meeting
 - Board will convene into Closed Session for a second time 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 – 5:30 p.m.

ROLL CALL – GS, MM, AB, SM, HM

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.

None

CONVENE INTO CLOSED SESSION

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

- Significant exposure to litigation (one case) Government Code Section 54956.9(b)(3)(A). Discussion with the District's legal counsel for CC&R enforcement regarding the removal of excessive weeds and shrubs from lots that are subject to Cameron Park Unit Nos. 1, 2, and 3 CC&Rs.
- Significant exposure to litigation (one case) Government Code Section 54956.9(b)(3)(E).

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION – 6:33 p.m.

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.

Nothing to report out.

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR

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

Motion to adopt the Agenda and approve the Consent Calendar with the following modification – pull item #2.c. Recreation Department Report for discussion.

AB/SM – Motion passed

Ayes – GS, MM, AB, SM, HM

Noes – None

Abstain – None

Public Comment - None

MOMENT OF RECOGNITION

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

Volunteers from the Green Valley ward of the Church of Latter-Day Saints

PRESENTATION

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OPEN FORUM

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Gerald Lillpop, Bill Carey, Dave Gelber

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

- a. Board of Directors' Regular Meeting, October 19, 2016

2. STAFF REPORTS

- a. General Manager's Report
- b. Fire Department Report
- c. Recreation Department Report (*pulled from the Consent Calendar for discussion*)
- d. Parks Department Report

3. FINANCIAL REPORTS – these reports will be moved to the December 21st meeting

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

4. CC&R VIOLATION AT 3931 TORONTO 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

2.c. Recreation Department Report

Motion to accept the Recreation Department Report

SM/MM – Motion passed

Ayes – GS, MM, AB, SM, HM

Noes – None

Abstain – None

Public Comment - None

6. OPTIONS FOR EL DORADO COUNTY LEVYING AND COLLECTING ASSESSMENTS FOR FISCAL YEAR 2016/17 – PRESENTATION BY JOHN BLISS, SCI CONSULTING GROUP

Recommended Action: Receive, Discuss and Adopt Resolution No. 2016-17 with a Board Poll Vote or Other Action as Appropriate

Motion to adopt Resolution No. 2016-17, Option B.

SM/GS – Motion passed

Ayes – GS, SM, HM

Noes – MM, AB

Abstain – None

Public Comment – Gerald Lillpop, Dave Gelber, Bill Carey

7. FISCAL YEAR 2016/17 PROJECT UPDATES

Recommended Action: Receive and File

Motion to receive and file the fiscal year 2016/17 project updates.

SM/AB – Motion passed

Ayes – GS, MM, AB, SM, HM

Noes – None

Abstain – None

Public Comment – None

8. IMPLEMENTATION OF GOALS - FISCAL YEAR 2016/2017

Recommended Action: Receive, Discuss and Action as Appropriate

Motion to receive and file the implementation of fiscal year 2016/2017 goals.

AB/MM – Motion passed

Ayes – GS, MM, AB, SM, HM

Noes – None

Abstain – None

Public Comment – Dave Gelber

9. MITIGATION FEE ACT ANNUAL REPORT (FIRE) AND RESOLUTION NO. 2016-16

Recommended Action: Adopt Resolution No. 2016-16 Approving the Annual Report of Revenues and Expenditures in the District Fire Protection Services Development Mitigation Fee Account for FY 2015/16 and Requesting the County Board of Supervisors to Adopt and Implement the Fire Impact Fee Program with a Board Poll Vote

Motion to adopt Resolution No. 2016-16 approving the Annual Report of Revenues and Expenditures in the District Fire Protection Services Development Mitigation Fee Account for fiscal year 2015/16 and requesting the County Board of Supervisors to adopt and implement the Fire Impact Fee Program with the following modification – to Exhibit A, page 2 of 3, #F. add the projects listed in the five-year report. (NOTE – this modification was not completed as Resolution No. 2016-19 was adopted on November 28th, which replaces Resolution No. 2016-16 and includes the projects listed in the five-year report.)

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

10. MITIGATION FEE ACT ANNUAL REPORT (PARKS) AND RESOLUTION NO. 2016-18

Recommended Action: Adopt Resolution No. 2016-18 Approving the Annual Report of Revenues and Expenditures in the District Park Development Mitigation Fee Account for FY 2015/16 and Requesting the County Board of Supervisors to Adopt and Implement the Park Impact Fee Program with a Board Poll Vote

Motion to adopt Resolution No. 2016-18 Approving the Annual Report of Revenues and Expenditures in the District Park Development Mitigation Fee Account for fiscal year 2015/16 and Requesting the County Board of Supervisors to Adopt and Implement the Park Impact Fee Program with the following modification – to Exhibit A, page 2 of 2, #F. add the projects listed in the five-year report. (NOTE – this modification was not completed as Resolution No. 2016-20 was adopted on November 28th, which replaces Resolution No. 2016-18 and includes the projects listed in the five-year report.)

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

11. APPOINTMENT OF NEGOTIATOR FOR LABOR NEGOTIATIONS

Recommended Action: Receive, Discuss and Appoint a Board Member for Labor Negotiations

Motion to appoint Director Stanton to the labor negotiations team.

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

12. REPORT BACK ITEMS TO THE BOARD OF DIRECTORS

13. 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 – *No LAFCO meeting in October.*

GS – Congratulations to Directors Mohr and Blackmon on their successful campaign and election to the Board for four more years. Congratulations to Engineer Paramedic Greg Schwegler on his awards. Congratulations to CAL Fire for their standardized structure fire response model, which has been adopted by the county. The Santa visits are coming and kudos to CAL Fire for all of their efforts of bringing Santa Claus to the community. The Santa Run and Pancake Breakfast are also coming up as well as the Sacramento Jazz Orchestra concert. Thank you to staff for all their hard work.

14. COMMITTEE REPORTS

- a. **Budget and Administration** – Chair Director McNeil, Vice Chair Director Stanton and Alternate Director Mohr
Working on cameras for the Community Center.
- b. **CC&Rs** – Vice Chair Director Morrison, Director Blackmon and Alternate Director McNeil
Everything's fantastic.
- c. **Fire and Emergency Services** – Chair Director Morrison, Vice Chair Director McNeil and Alternate Director Blackmon
Weed abatement program is moving along and Audrey is doing a tremendous job.
- d. **Parks and Recreation** – Chair Director Mohr, Vice Chair Director Blackmon and Alternate Director Morrison
Bocce Ball is on the agenda for December. Also discussing the possibility of extending the Cameron Park Lake lagoon hours. Encourage the community to attend the Parks & Recreation Committee meetings to provide input and find out what's going on.

PUBLIC COMMENT

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None

CONVENE INTO CLOSED SESSION – 7:55 p.m.

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

- “Labor Negotiations” Government Code Section 54957.6.

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION

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

Nothing to report out.

ADJOURNMENT – 8:33 p.m.

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



Monday, November 28, 2016 5:30 p.m. Special Meeting

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 – 5:30 p.m.

ROLL CALL – GS, MM, AB, SM, HM

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA

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

Motion to adopt the agenda.

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

PUBLIC COMMENT

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

None

DEPARTMENT MATTERS

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

1. AMEND FIRE IMPACT FEE FINDINGS WITH RESOLUTION NO. 2016-19

Recommended Action: Receive, Discuss and Adopt Resolution No. 2016-19 with Board Poll Vote Amending Fire Impact Fee Findings in Resolution No. 2016-03, Adopted on February 17, 2016

Motion to adopt Resolution No. 2016-19 amending Fire Impact Fee Findings in Resolution No. 2016-03, adopted on February 17, 2016, with the following modifications to the resolution:

- On page 1 of 4, begin a new fourth paragraph beginning with “Whereas” which will include the last sentence of the third paragraph and the funding start date (the same as Resolution No. 2016-20).*
- Paragraphs of the third thru seventh “Whereas” should end with a semi-colon and the word “and.”*
- On page 2 of 4, third paragraph, correct spelling of “Whereas.”*

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

2. AMEND PARKS IMPACT FEE FINDINGS WITH RESOLUTION NO. 2016-20

Recommended Action: Review, Discuss and Adopt Resolution No. 2016-20 with Board Poll Vote Amending Parks Impact Fee Findings in Resolution No. 2016-08 Adopted on April 20, 2016

Motion to adopt Resolution No. 2016-20 amending Parks Impact Fee Findings in Resolution No. 2016-08, adopted on April 20, 2016, with the following modifications to the resolution:

- *Paragraphs of the fifth thru eighth “Whereas” should end with a semi-colon and the word “and.”*
- *On page 2 of 4, third paragraph, correct spelling of “Whereas.”*

HM/AB – Motion passed

Ayes – GS, MM, AB, SM, HM

Noes – None

Abstain - None

ADJOURNMENT – 6:02 p.m.

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*Cameron Park
Community Services District*

Agenda Transmittal

DATE: December 21, 2016

FROM: Mary Cahill, General Manager

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

RECOMMENDED ACTION: Receive and File

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

See report at agenda item #6.

Upcoming events include:

January 6	Movie Night
January 21	Concert Series – Doubletake

Community/staff meetings include:

Ongoing	Weekly Staff Meetings
November 16	Cameron Park Community Services District (CPCSD) Board of Directors
November 28	CPCSD Board of Directors
December 6	El Dorado County Board of Supervisors
December 7	Mt. Democrat
December 7	Shingle Springs/Cameron Park Chamber of Commerce
December 8	Chamber of Commerce Mixer
December 12	El Dorado Solid Waste Advisory Committee
December 12	CPCSD Parks and Recreation Committee
December 13	El Dorado County Board of Supervisors
December 13	CPCSD Budget and Administration Committee
December 13	CPCSD Fire and Emergency Services Committee
December 14	El Dorado County Chamber of Commerce Luncheon
December 19	Trails Foundation
December 20	Trails Foundation
December 20	Staff Luncheon
December 21	CPCSD Board of Directors

Cameron Park Community Services District
Staff Report – December 2016

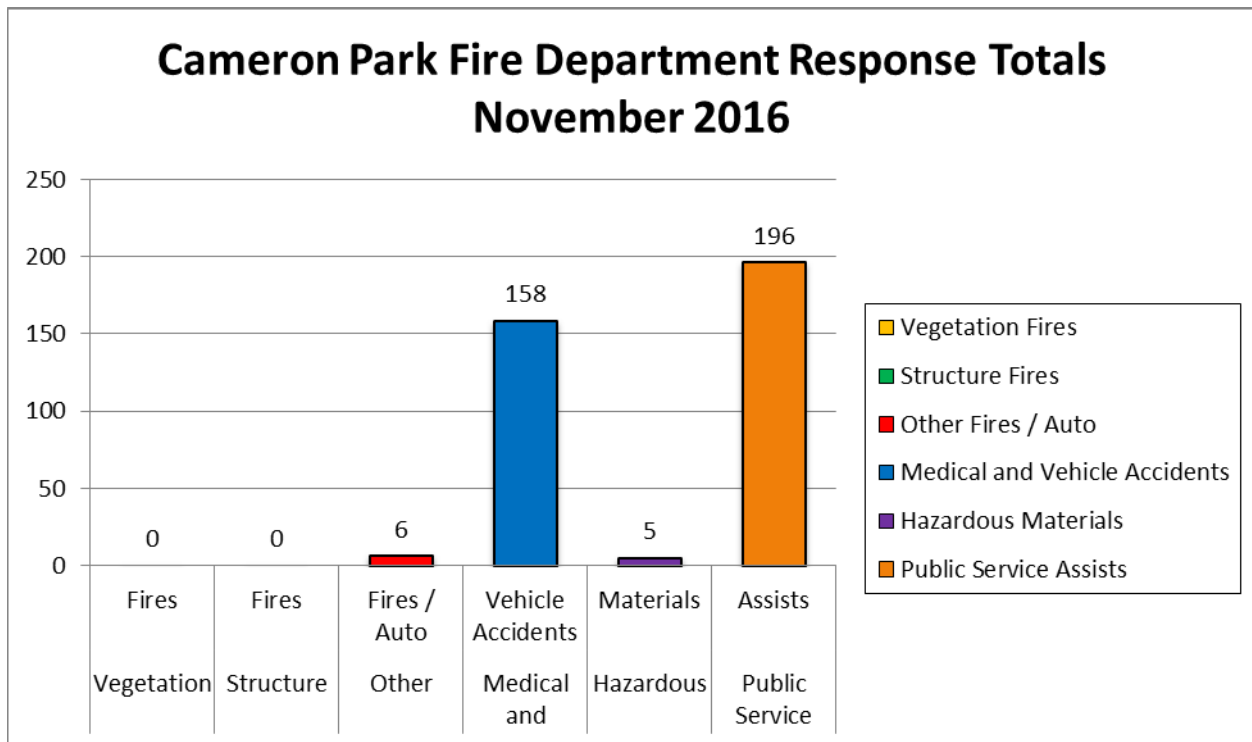
To: Board of Directors
From: Bob Counts, Battalion Chief
Regarding #2b: Fire Department Report for the December 21, 2016 - Board Meeting

Recommended Action: Receive and File

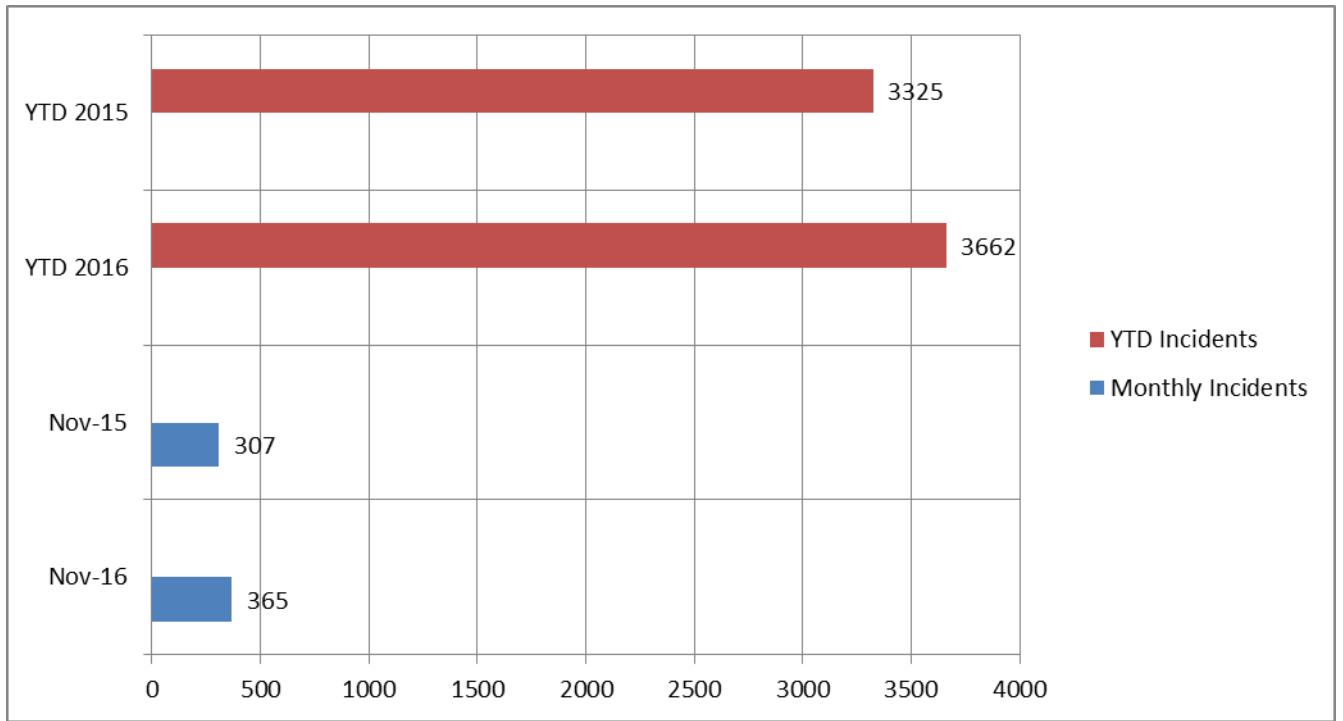
Incidents for the Month of November 2016:

Vegetation Fires	Structure Fires	Other Fires / Auto	Medical and Vehicle Accidents	Hazardous Materials	Public Service Assists	Total(s)
0	0	6	158	5	196	365

Incident Total for Month of November: 365



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As of November 30, 2016

Incidents have increased by **19%** for the month of November compared to 2015. Total incidents have increased by **10%** for the calendar year compared to 2015.

PERSONNEL

Cameron Park Explorer Post #89

Cameron Park Explorer Post #89 held their annual Pancake Breakfast in conjunction with the CSD’s Santa Run. The Explorers did an excellent job as always, and fed approximately 190 people. The event raised approximately \$1,300.00 dollars for the Explorer program that will be used for training, and gear.

FIRE DEPARTMENT OPERATIONS AND ADMINISTRATION

Incidents

On November 17th, Cameron Park Fire Department units were dispatched to a medical aid with violence involved in response area 88. The Fire Department units were required to stage in a safe area for more than 20 hours due to a subject barricaded in an apartment with firearms. Ultimately the subject was taken into custody by the El Dorado County Sherriff’s Department with injuries consistent with gunshot wounds, and transported to the hospital via air ambulance. On the next day, Fire Department units were once again dispatched to the scene to assist EDSO with a hazardous materials incident due to the amount of CS and CN gas that was discharged into the apartment.

Apparatus

Yearly winter maintenance is continuing on our Fire Engines. E-289, E-389, and E-88 have been completed, and a plan is in place to finish the fleet.

Yearly winter maintenance has been sporadic over the past few years due to the inability to switch into a quality reserve fire engine. With the addition of the new E-89, we are back on track.

El Dorado County Training Officers Association

There are no new items to report from the El Dorado County Training Officers

El Dorado County Fire Chiefs Association

At the December 7th regularly scheduled meeting of the El Dorado County Fire Chiefs Association, the majority of the meeting focused on 'Aid to Fire' for the six rural Fire Departments that received patch funding from the El Dorado County Board of Supervisors. The CCFD has been unable to secure any long term solutions with the BOS. Moving forward, the BOS Fire Committee will be working with the County Chief's on possible solutions. Two possible solutions discussed were a County wide ½ cent sales tax, and a hotel tax.

El Dorado County is in the process of re-writing their Hazard Mitigation Plan. This plan is required to be revised every five years, and submitted to FEMA. It is very important for Cameron Park CSD to be involved in the revision because it keeps us eligible for grant opportunities. Chief's Webb and Counts have been attending the revision meetings, and are contributing in various ways. Public meetings for the County are tentatively scheduled for late January in Placerville and South Lake Tahoe.

Minutes from the October meeting are attached.

JPA OPERATIONS AND ADMINISTRATION

JPA Board of Directors Meeting

During the regularly scheduled JPA Board of Directors meeting on December 7th, the fiscal year 17/18 gained preliminary approval. I anticipate bringing the budget to the January Cameron Park CSD Committee and Board Meetings for approval.

The JPA also approved an Automatic Aid Agreement with the City of Folsom for reciprocal Ambulance services in times of drawdown. We have been operating like this for some time now, but never had a formal agreement.

Minutes from the October meeting are attached.

FIRE PREVENTION

The Holidays are a time for friends and family. However, I encourage us to recognize that it is also a time to be extra cautious when cooking. Most home fires during the holiday season are started in the kitchen. CAL FIRE reminds you to not leave any cooking unattended, whether indoors or out. Keep an eye on what you fry, and have a plan to properly handle any cooking by-products like hot cooking oils.

Many of us will utilize ladders to hang decorations around our homes. A short fall off the smallest of ladders can cause very serious injury. An Average of 5,800 fall in injuries are related to holiday decorating from Nov 1- Jan 31. With 43% of the injuries resulting from falls from ladders and 13% caused by falls from the roof according to the National center for Injury Prevention and Control. Remember to have someone else help and anchor the ladder for us while we use it. It's best to hire a professional to handle high out of reach places, especially rooftops.

Following these simple precautions this holiday season will lower our risk of potential injury

dramatically.

LIGHTS & DECORATIONS

- Choose decorations that are flame resistant or flame retardant.
- Properly install your holiday lights. Use lights that have the label of an independent testing laboratory.
- Be sure to use indoor lights inside and outdoor lights outside.
- Make sure all electrical cords have no frayed or cracked wires or broken sockets. Do not attempt to repair a worn light set! Throw it away and purchase a new replacement.
- Do not overload electrical outlets.
- Do not link more than three light strands, unless the directions indicate it is safe to do so.
- Do not leave lights turned on for prolonged periods or unattended.
- *In addition to being shatterproof and shock resistant, LED lights produce almost no heat, making them safe to touch and greatly reducing the risk of fire.*

CHRISTMAS TREES

- When selecting your live Christmas tree, choose a fresh one with green needles.
- Recut the trunk at least two inch above the old cut as soon as you get it home. This allows it to continue to pull moisture into its foliage.
- Moisture is the key to keeping the tree fresh and thereby enhancing its fire resistance. If the tree will be kept outside for a few days, stand it in a bucket of water until you are ready to bring it indoors. Place the trunk in water immediately after it is recut.
- Check the water levels daily... Never let the water level go below the bottom of the trunk. Commercial floral preservatives can also be added to the water to help keep the tree fresh.
- Locate any tree at least 3 feet away from sources of heat. Avoid placing any tree, live or artificial, near a heater outlet, wood stove or fireplace. Put it in the coolest location possible.
- Never leave a lighted tree unattended.
- Remove the tree immediately after the holidays. Even a properly cared for live tree will eventually die. Take it to a recycle center or leave for your refuse collector.

Prevention Duties- December

OVERVIEW OF CAMERON PARK WEED AND RUBBISH ABATEMENT

- Continue Visual inspections:
 - Take photos of each lot
 - Return to Station to print photos
 - File photos in each individual folder along with any notes regarding property
 - Fill out inspection form for each file
 - Update Weed Abatement Spreadsheet to track individual Property information
 - Update 2016 Vacant Lot Inspection Spreadsheet
 - Pull & prepare folders for next day inspection
- Monthly total inspections
 - Total Inspections for November = 123
 - Total Inspections to date = 380
 - Remaining lots to be inspected = 0

ON GOING DEVELOPMENT PROJECTS

- **Sierra Sunrise – 18 lot, single family residential subdivision**
Fire Flow Letter has been written for this project
- **Brooks – 1.87 acre single family residential subdivision**
Fire Flow and TAC Letters has been written for this project. TAC meeting held on October 3rd for this project.
- **Cameron Hills – 41 residential lots and 5 lettered lots**
Plans are in my office for review and a conditions letter will be written shortly.
- **Rancho Tierra – 69- 86 Lot Residential Subdivision**
Wrote Fire Flow Letter for this project. Request to revise subdivision letter to have this project contain 86 individual residential lots.
- **Possible Subdivision off of Green Valley – 42 New Residential Lots (Cameron Ridge)**
TAC Letter written, awaiting TAC meeting date.
- **Creekside Apartment Complex – 24 units, 3 commercial buildings with offices**
TAC Letter written, TAC meeting held, project going forward
- **Bell Woods Subdivision – West of Knollwood – 54 unit residential subdivision**

Prevention Duties- December

Originally 20% in Cameron Park / 80% in EDH, now ALL subdivision is within Cameron Park with the only entrance coming in from Hollow Lane of Bass Lake Rd – Asking for six - 1 year extension s.

- **Ponte Palmero Phase 2**

EIR Letter was written to the county, Fire Safe Plan completed and sent to developer. Waiting for civil plans from Ponte Palmero on a 50,510 square feet, 44 unit Community Care Facility, 53,690 square feet, 46 room Assisted Living Facility and a 11,450 square feet Club House.

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

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

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

TENANT IMPROVEMENT / INSPECTIONS / PROJECTS

- **Tenant Improvement – Cameron Park Airport**

This is a tenant improvement project to include a 30 foot tall freestanding aluminum radio/weather/mast tower. Plans have been submitted. Plans reviewed, approved with a conditions letter, back with project manager to start working on project.

- **New Building - New West Haven II**

Notice grading work going on outside New West Haven II. Talked with General Contractor who advised phase 2 with another building will be going in. There is only a fire flow letter written back in 2012. He will submit site and new building plans to FD and County. Site plans are in the process of being submitted.

- **Tenant Improvement - Valero Gas Station**

Notice illegal construction going on outside gas station. Talked with owner and he will submit tenant improvement plans to FD and County. Plans are in the process of being submitted.

- **Tenant Improvement – Cameron Oaks Shopping Center - Coach Lane**

Notice illegal construction going on inside shopping center. Talked with owner and he will submit tenant improvement plans to FD and County. Plans have been submitted to County and fire department.

- **Chevron Gas Station, Carwash, Convenience Store and Restaurant**

Fire flow letter has been written for a new gas station, carwash, convenience store and restaurant located on the corner of Cambridge Road and Knollwood Drive intersection. Site Plan letter has been written. General plan review has been completed and letter has been written awaiting pickup from contractor.

Prevention Duties- December

- **Nina's Nails – Burke Junction Building**

This is a tenant improvement project to include remodeling this suite and a second suite, partially taking out a wall to accommodate this project. Plans reviewed, approved with conditions letter, back with project manager to start working on project.
- **Gilmore Heating – Air – Solar**

This is a tenant improvement project to include solar panels onto roof off of Coach Lane. Plans have been submitted and approved. Plans reviewed, approved with a conditions letter, back with project manager to start working on project.
- **Couch & Hammond Dentistry**

Upgrade control panel for sprinkler supervision; awaiting plans and documentation for project from Signal Service before installation and acceptance test. Plans reviewed, approved with a conditions letter, back with project manager to start working on project.
- **Cameron Park Physical Therapy**

Installation of new cell communicator to existing commercial Fire Control Unit, this will eliminate the telephone line. Awaiting on plans and documentation from Signal Service before approving installation and acceptance test.
- ~~**Forklift Market – Back Flow Install**~~

Plans have been submitted for review have been completed and ready for pick up. Once contractor has installed new back flow device and take out the existing Post Indicator Valve (PIV) that supports the current fire sprinkler system contractor will call for inspection. **FINALED**
- **Cameron Park Village – Upgrade Fire Alarm System**

Fire alarm plans submitted for review have been completed and ready for pick up. Once contractor has installed new system, contractor will call for inspection.
- **Burke Junction Shopping Center – Updating Buildings A,B,C,D,E with Fire Alarm Monitoring Systems**

Failed alarm final on 2/10, installing Knox Boxes and fire alarm devices on buildings, will re-schedule final inspection.
- **Verizon Cell Tower – 1010 Camerado (Blacksheep)**

Plans reviewed, approved with a conditions letter, back with project manager to start working on project.
- **Lawrence J Alexander Building**

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

Prevention Duties- December

- **Applebee's Restaurant** – Wood Fired Broiler, Hood System and Nozzle Modification. Plans submitted needs **revised**, needs additional information in regards to potential deep seated fires for this type of broiler. **FINALED**
- **Safeway Store #1618 – LPG Permit Process**
Meeting with AmeriGas officials regarding propane items.
- **Gold Country Hardware – Cameron Park Drive**
Plans submitted, reviewed and created approval letter with conditions, awaiting project manager/owner call to final.

UPDATING FIRE CODE – 2016

- Second Reading for Resolution (2016.14) at October's Board Meeting.
- Sent Resolution 2016.14 to County Board of Supervisors for approval.

DISTRICT DEFENSIBLE SPACE INSPECTION PROGRAM (LE-100)

- Total for the month = 0
 - Passed = 0
 - Failed = 0
 - Total staff hours = 0
- Year to date = 268
 - Passed = 240
 - Failed = 28

B2/BUSINESS LICENSE INSPECTIONS

- Total for the month = 3
 - Passed = 2
 - Failed = 1
 - Total Staff Hours = 6

Fire Prevention Officer Association Meeting

- See Attached



EL DORADO COUNTY FIRE CHIEFS ASSOCIATION MEETING

AGENDA

Wednesday, December 7, 2016, 2:30 p.m.

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

ITEM
Pledge of Allegiance
1. Call to Order and 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 – October 26, 2016
5. Treasurer’s Report (Hardy)
6. Fire Advisory Board
7. Old Business
8. New Business 8.1 Elect Calendar Year 2017 Fire Chiefs Association Officers (Kaslin) <i>Nominees: Chief Clive Savacool, Chair or Vice Chair</i> <i>Chief Mike Webb, Chair or Vice Chair</i> <i>Chief Mike Hardy, Treasurer</i>
9. Department Reports
10. Section Reports 10.1 Training Officers 10.2 Fire Prevention Officers 10.3 Operations 10.4 CSA 3 Update
11. Standing Committee Reports 11.1 EMS Agency 11.2 OES, State and Local 11.3 Fire Safe Council 11.4 LAFCO 11.5 Red Cross
12. Good and Welfare
13. Adjournment
14. Executive Session (Standing Item)

Next meeting: 9:30 on Wednesday, January 25, 2017

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

CCFD Appeal to the El Dorado County Fire Chiefs

At our last CCFD sub-committee meeting with BOS Veerkamp, the CAO addressed the committee with the idea of disbanding the CCFD. The argument was that the rural fire districts did not feel adequately represented by the original committee. In all fairness I have heard this as well, and take some responsibility for this outcome, as I did not at the beginning of each year explain to all the new incoming fire board members from each fire district what the purpose of the CCFD is, and what it has accomplished over the last 3 ½ years. In this subcommittee we have addressed this concern by including all rural fire chiefs in the discussions. The question is though, does the CCFD still have a mission and a place that is worth supporting and participating in. Let me state that the mission has always been to support fire based ambulance services and a mutual aid system that includes sustainable funding for the rural fire districts. It was also established with the idea that a unified front of elected fire officials and fire chiefs carried more weight with the BOS than just the chiefs alone. Together the CCFD obtained a signed agreement by all the fire districts to work together towards solutions specifically in dealing with the underfunding of the rural fire districts. This was supported by the BOS with the intention of looking at consolidating fire districts. During the last two years Garden Valley and Georgetown put together a proposal for merging at a cost of 1.3 million of which an AB-8 renegotiation was to be the funding mechanism. EDH and Rescue also put a proposal together which requested approximately 1 million in AB-8 renegotiation funding. Both were denied as too costly. When both districts asked the BOS to give us a number that they would support, we were both told that they could not give us this answer. In our current subcommittee we have discussed this situation and the CAO has stated that these proposals are too costly for EDC. So this leaves us in a situation where

we need to explore new ideas. Here are my thoughts based on our conversations in subcommittee.

Plan A -

We establish a new aid to fire agreement based on the now 6 fire districts that are in need: Rescue, Pioneer, Fallen Leaf, Mosquito, Georgetown, and Garden Valley. I am proposing that this be a fixed rate of 1% of the expendable EDC budget which this year amounts to 1.5 million to be split up 6 ways or \$250,000 each annually. I am further proposing that these monies be restricted with oversight by the county in the following ways:

- 1) Establish replacement funding from these monies to include:**
 - a) A type 3 apparatus fund to be replaced every 10 years in an annual line item which sets aside \$30,000 annually. This will mean that at the end of 10 years there will be \$300,000 for the purchase of a new type 3 apparatus.**
 - b) A water tender fund to be replaced every 15 years in an annual line item which sets aside \$20,000 annually. This will mean that at the end of 15 years there will be \$300,000 for the purchase of a new water tender.**
 - c) A chief's vehicle/utility vehicle fund to be replaced every 10 years in an annual line item which sets aside 7,500 annually. This will mean that at the end of 10 years there will be \$75,000 for the purchase of a new chief's vehicle and/or a new utility vehicle.**
 - d) A safety gear fund to be replaced every 10 years in an annual line item which sets aside \$15,000 annually. This will mean that at the end of 10 years there will be \$150,000 for the purchase of new SCBA's and turnouts/safety gear.**
 - e) A facility repair fund to be replaced every 10 years in an annual line item which sets aside \$7,500 annually. This**

will mean that at the end of 10 years there will be \$75,000 for the purchase/repair of the district facilities, such as: roofs, concrete, siding, solar, etc.

- f) An apparatus repair fund to be set aside annually in a line item which sets aside \$10,000 annually. This will be used each year to repair all apparatus as needed.**

These total line item funds add up to \$90,000 leaving each fire district 160,000 to use at their discretion for the following items only:

- 1) Personnel**
- 2) Apparatus purchase**
- 3) Safety gear purchase**
- 4) Facility/land repair, purchase or construction**

This gives the county oversight that the original aid to fire agreement did not have, and also allows each district to fund the programs they feel are important to serve their communities. I also propose that this program be pushed by the CCFD as a whole (elected officials and fire chiefs) to be placed on the new upcoming budget in 2017 with the caveat that if plan C is achieved it will replace and augment this plan.

Plan B –

This proposal was discussed at the last sub-committee meeting with the county attorney to attend our next meeting to discuss what this agreement might look like. A loan document will be drawn up for the rural districts for the county to loan the districts the requested patch monies. These loans are to be collected at the time Plan C is realized with an agreed upon payment plan. There is no contingency as of this writing as to what will happen if plan C is not realized.

Plan C –

This proposal is to place either/both an additional tax on hotel fees that will be strictly dedicated to fire, or (and my preference) a quarter cent sales tax increase that will be dedicated to fire. The sales tax is estimated to be \$3 Million annually. (The plan for the ambulance which is being looked at by another committee is to increase the existing \$25.00 assessment with a built in annual increaser attached. This though is a separate issue by a separate committee.) If plan C would succeed I am proposing that we keep the oversights mention in plan A. I am also recommending that this committee look at giving the districts who are interested in merging with another district first priority of the additional \$1.5 million in monies to make the merger more attractive to the annexation agencies.

So my question to the chiefs is this – Are you interested in keeping the CCFD intact in its current form – in which all districts and elected officials are represented, or in some diminished form, or disbanded completely.

My personal request would be that all fire districts be included in these discussions along with interested elected officials, and that a workshop of all of us be established to work on these plans or any additional ideas/plans that may come up. I am also looking for a letter to the CAO stating that this fire chief's organization supports the CCFD and what it has accomplished and your desire to work as a united front with both elected officials and fire chiefs towards solutions for our rural fire districts and our fire based ambulance system. I would remind this committee that we have ex fire board member Frentzen from Cameron Park, and newly elected ex fire board member Hidahl – also my co-chair of the CCFD, on this new BOS board. I feel that we will have no better opportunity than now to ask to reestablish the aid to fire agreement, and to also move forward

with our requests for additional funding for our ambulances and our rural fire districts. Thank you for your consideration, and I look forward to discussing these ideas at the next fire chief's meeting.

Fraternally,

**Mark HM Spaugh
Director Garden Valley Fire District
Chair of the CCFD**



EL DORADO COUNTY FIRE CHIEFS ASSOCIATION MINUTES

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

DATE: Wednesday, October 26, 2016
TIME: 09:30 a.m.

PRESENT

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

Pledge of Allegiance – Conducted

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

Introduction of Guests:

- Mark Spaugh, Garden Valley Fire District Board of Directors
- Deputy Todd Crawford, El Dorado County Sheriff's Office
- Assistant Chief Corey Zander, Cal OES
- Assistant Chief Theresa Riesenhuber, USFS

Others in Attendance:

- Rich Todd, EMSA
- Division Chief Brian Eagan, CAL FIRE

2. Public Comments

None.

3. Approval of Agenda

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

4. Approval of Minutes from the September 28, 2016 Meeting

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

5. Treasurer's Report

Chief Hardy provided a Treasurer's Report for the reporting period of September 17 – October 17, 2016. A copy of the report will be filed with the minutes.

6. Fire Advisory Board

Chief Roberts stated that the committee has not met since the last meeting.

The Board of Supervisors (BOS) recently met in Tahoe and approved \$800,000 for general fund expenditures. Each district will need to submit their requests through the CAO's office and provide justification for the request along with how their current reserve funds are allocated.

Mr. Spaugh updated the committee on his meeting with the county regarding funding for rural fire departments and requested that rural Fire Chiefs work to develop a reasonable, sustainable model to present to the BOS.

Chief Roberts stated that the county is considering a potential payment plan option where districts would be allowed to repay the loan received from the general fund out of their portion of sales tax money.

7. Old Business

7.1 El Dorado County Fire Chiefs Association (FCA) Website

Chief Savacool distributed a website hosting pricing proposal for consideration for the new FCA website.

Chief Schwab motioned to approve that the FCA not exceed \$700.00 in 2017 for website hosting costs. Chief Roberts seconded the motion which carried unanimously.

7.2. Countywide Fire Station "Open House" on Saturday, June 24, 2017

Chief Schwab distributed a form for each district to complete and submit in order to coordinate the open house in June.

8. New Business

8.1 Adoption of Structure Fire and Ringing Alarm "Quick Looks"

Chief Schwab distributed a quick look checklist for structure fires and ringing alarms for review.

Chief Roberts motioned to approve the Structure Fire and Ringing Alarm "Quick Looks" check list as presented. Battalion Chief Counts seconded the motion which carried unanimously.

8.2 Adoption of Revised Traffic Collisions (TC) Response Matrix

Chief Schwab reviewed the changes that were made to the Traffic Collisions Response Matrix.

Chief Roberts motioned to approve the Traffic Collisions (TC) Response Matrix as presented. Chief Savacool seconded the motion which carried unanimously.

8.3 Nominate Calendar Year 2017 Fire Chiefs Association Officers

The following nominations were presented:
Division Chief Webb for Chair or Vice Chair
Chief Savacool for Chair or Vice Chair
Chief Ingram for Chair (nomination declined)
Chief Hardy for Treasurer

8.4 Discuss Cancellation / Rescheduling of November and December FCA Meetings

Chief Hardy motioned to approve the cancellation of the November 30 and December 28 FCA meetings and to schedule a meeting on December 7 at 2:30 p.m. immediately following

the joint Finance Committee and JPA Special Board Budget meeting. Director Schwab seconded the motion which carried unanimously.

9. Department Reports

CAL FIRE ECC AEU: Peak season staffing will end on November 7. As the movement into the transitional fire season begins, there will be a focus on fire prevention/suppression with maximized efforts to complete ground work. Recently participated in the Capital Air Show and Cops and Rodders events. There was good coordination on the Emerald Fire.

CAL FIRE Cameron Park: The Board adopted the 2016 Fire Code. November marks the 20-year anniversary of the cooperative agreement with CAL FIRE and Cameron Park Community Services District. A CSD Workshop will take place on November 2.

City of South Lake Tahoe: Nothing to report.

Diamond Springs / El Dorado Fire: Minimum staffing model is in effect. The academy will end on Saturday.

El Dorado County Fire: The Board adopted the 2016 California Fire Code. All 3 Type 1 engines are staffed in the field. The Type 1 tactical water tender is in service. 11 new FF/EMTs have been hired.

El Dorado Hills: Nothing to report.

Forest Service: Helicopter 516 has been released. Hotshots are in Colorado. Temporary employees will be laid off on Saturday and then the transition to 1 engine per district will occur. Pile burning is scheduled.

Garden Valley: The Battalion Chief's Academy will take place the week of December 5. Assistance with the Greenwood Fire was appreciated. Information on Code 3 traffic rules is needed to ensure that the district is compliant.

Georgetown Fire: Lists for FF/Paramedic and extra help have been established. Recruiting is underway for an Apprentice. The Divide Academy will take place in January.

Lake Valley Fire: Badge ceremony took place recently. Grants are being pursued. Emerald Fire consumed a lot of resources. A Boundary Drop agreement was signed with North Lake Tahoe / Meeks Bay. The National Forest Foundation is cleaning up the area where the Emerald Fire occurred. Trying to bring a fire culture and provide staff recognition within the district. A meeting will take place soon between the union and the Board.

Mosquito Fire: Command staff and volunteer reorganization is underway. Looking to develop an ALS service and a full time 24/7 staff.

North Lake Tahoe / Meeks Bay: Nothing to report.

Pioneer Fire: The Board adopted the 2016 California Fire Code. Policies are being created for the district. A new engine is now in service. Currently there are 2 Captain positions open.

Rescue Fire: Nothing to report.

10. Section Reports

10.1 Training Officers (TO)

- A "bridge" class to go from Strike Team Leader to Task Force Leader will take place October 28 at 8:00 a.m. at Station 85.
- In conjunction with Training Officers and Marshall Medical Center, there will be an active shooter MCI/Surge Capacity Exercise conducted in November.
- The merging of two academies is being discussed.

10.2 Fire Prevention Officers (FPO)

- The California Fire Code adoption process is proceeding well.
- Meetings will now be held the 3rd Thursday of the month at 9:00 a.m.
- Representation is needed at the FPO meetings.
- Large projects have brought up issues that need to be managed effectively.

10.3 Operations

- Two strike team deployments.

- Strike team leaders need to complete their reports.
- Updated the West Slope Operations Area Water Tender matrix.
- A move and cover work group for engines has been established.
- Reminder that there is still a 52-week mutual aid program.

10.4 CSA 3 Update

- Working to maintain the fire based EMS system.
- Discussions are underway regarding Barton Hospital's IFT issues.
- Cal Tahoe JPA is now an employer.

11. Standing Committee Reports

11.1 EMS Agency

Nothing to report.

11.2 OES, State & Local

- OES Engine 64 will be transferred from UC Davis to the Roseville Fire Department.
- Type 1 engines are grouped well.
- The Operational Area Coordinators meeting will take place on November 30.
- A joint Amador / El Dorado County PRC meeting will take place next week.
- Specs are being reviewed for a replacement of the water tender that was destroyed in Ventura County.
- Several SAR incidents have occurred recently.
- The first Hazard Mitigation Planning meeting occurred on October 25 at which time a plan was distributed for review. The next meeting will take place December 7.

11.3 Fire Safe Council

Projects being completed:

- PG&E completed 18 senior assistance requests, clearing defensible space around homes in various west slope communities. PG&E contributed \$6,000 to this program. The program is operated in cooperation with El Dorado County Friends of Seniors and will continue with other funding sources.
- PG&E funded fuels reduction in Lakehills Estates.
- PG&E funded fuel reduction projects in Grizzly Flats.

Projects in process:

- CAL FIRE SRA funded County CWPP coming into the final stretch. Review and coordination will start in November
- Pollock Pines Weber Creek fuel reduction, a 100 acre CAL FIRE SRA funded project, is progressing nicely.
- USFS funded chipping program is in progress. Recently a second contractor (Justice) was selected and will focus on the Divide.

Approved projects in the initiation stages:

- CAL FIRE funded Logtown east side fuel reduction. A joint funded project with CAL FIRE and USFS. Initiating CEQA and homeowner right of entry.
- CAL FIRE funded Sly Park fuel reduction - initiating CEQA.
- CAL FIRE funded Coloma Lotus roadside clearance. Picking up speed with County DOT and CCC cooperation. Work to begin in November.
- CAL FIRE funded Royal Equestrian Estates fuel reduction, right of entry problems with major landowner.
- CCC roadside clearance in Sierra Springs work to start soon.

Grants pending approval:

- Six fuel reduction projects submitted totaling \$705,000.

- Five hazard tree projects submitted totaling \$998,000.

11.4 LAFCO

Nothing to report.

11.5 Red Cross

Nothing to report.

12. Good and Welfare

- Chief Hardy and Chief Keating will confirm the venue and date for the FCA holiday party and notify members accordingly.
- Hazmat Incident Commander class will take place February 22 – 23 at Station 85.
- Pig Bowl will take place on January 28.
- The National Fire Academy offers several beneficial programs.

13. Adjournment

Chief Roberts motioned to adjourn the meeting at 11:30 a.m. Chief Dwyer seconded the motion which carried unanimously.



El Dorado County Emergency Services Authority

Special Board of Directors Budget Meeting and Finance Committee Meeting

Wednesday, December 7, 2016, 1:00 p.m.

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

AGENDA

Item	Presenter
Pledge of Allegiance	
1. Call to Order/Roll Call/Introductions	Roberts
2. Approval of Agenda	Roberts
3. 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.	
4. Consent Calendar 4.1 Approval of JPA Board Regular Session Meeting Minutes of October 26, 2016 4.2 Approval of Finance Committee Meeting Minutes of November 2, 2016 4.3 Approval of October and November 2016 Bills	Roberts
5. Correspondence	Roberts
6. Reports 6.1 Receive/file Statistics for October 2016 6.1.1 Medical Response Times 6.1.2 Mutual Aid 6.1.3 Move Up & Covers 6.1.4 IFTs	Hackett
7. Old Business 7.1 EPCR Update (Standing Board Item) 7.2 Review Upcoming Holiday/Event Calendar (Standing Board Item)	Hackett Hackett
8. New Business 8.1 Elect Calendar Year 2017 JPA Finance Committee Officers <i>Nominees: Division Chief Mike Webb, Chair and Chief Bryan Ransdell, Vice Chair</i> 8.2 Elect Calendar Year 2017 JPA Board Officers <i>Nominees: Chief Dave Roberts, Chair and Chief Greg Schwab, Vice Chair</i> 8.3 Review and Approve Paramedic Field Internship and Paramedic Accreditation Policies 8.4 Review and Act on Liability Claim from Michael Smith 8.5 Review and Approve Automatic Aid Agreement between EDC Emergency Services Authority and the City of Folsom	Roberts Roberts Hackett Roberts Roberts
9. Fiscal Items 9.1 Review and Discuss GovInvest Cost Proposal 9.2 Review FY 16-17 Revenue & Expense Report (Standing Finance Item) 9.3 Review CSA 7 Five Year Forecast 9.4 Review and Approve Future Class 30 Soft Cap (\$1.1M) 9.5 Review and Approve FY 17-18 JPA Preliminary Budget Draft 2	Hackett Hackett Hackett Roberts Roberts
10. Director Items	Roberts
11. Good and Welfare	Roberts

Board of Directors Agenda

July 23, 2014

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12. Adjournment	Roberts
13. Closed Session - Pursuant to Government Code Section 54956.9 (a) – Potential Exposure to Litigation	Roberts

Next Finance Committee meeting: 1:00 p.m. on Wednesday, January 4, 2017

Next Board meeting: 8:00 a.m. on Wednesday, January 25, 2017

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



El Dorado County Emergency Services Authority

JPA Board of Directors Meeting Minutes

Wednesday, October 26, 2016, 8:00 a.m.
Diamond Springs Fire, 501 Main Street, Diamond Springs, CA 95619

Pledge of Allegiance: Conducted

1. Call to Order/Roll Call/Introductions - Call to order at 8:05 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"/> CAL FIRE - Cameron Park Fire, Div. Chief Mike Webb | <input checked="" type="checkbox"/> Alternate Battalion Chief Bob Counts |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Bryan Ransdell | <input checked="" type="checkbox"/> Alternate Battalion Chief Ken Earle |
| <input checked="" 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, Chief Clive Savacool | <input checked="" type="checkbox"/> Alternate Assistant Chief Bob Bement |
| <input type="checkbox"/> Rescue Fire, Deputy Chief Tom Keating | <input type="checkbox"/> Alternate Director Anne Walker |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Deputy Chief Brian Estes | <input type="checkbox"/> Alternate Unit Chief Mike Kaslin |
| <input checked="" type="checkbox"/> Mosquito Fire, Chief Eddie Dwyer | |
| <input type="checkbox"/> Georgetown Fire, Chief Greg Schwab , <i>Vice Chair</i> | |
| <input checked="" type="checkbox"/> Pioneer Fire, Chief Grant Ingram | |
| <input checked="" type="checkbox"/> JPA Executive Director Marty Hackett | |

Other Attendees:

- Division Chief Brian Eagan, CAL FIRE
- Battalion Chief Dave Wood, CAL FIRE

Introduction of Guests:

- Mark Spaugh, Garden Valley Fire Board of Directors
- Rich Todd, EMSA

2. Approval of Agenda

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

3. Public Comments

None.

4. Consent Calendar

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

5. Correspondence

None.

6. Reports

6.1 Receive/File Statistics for September 2016

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

6.2 Finance Committee Meeting Update

The following topics were discussed at the October meeting:

- FY 16-17 budget preparation.
- Standardization of FTO stipend.

6.3 Systems Status Management Meeting Update

The following topics were discussed at the October meeting:

- Paramedics vs. EMT's signing PCRs.
- Field testing on defibrillator monitors.
- Auto Aid Agreement with Folsom Fire.
- Marshall, EDC TOA and JPA agreement to support EMT training.
- Barton Hospital IFT issues/potential revenue.
- Ambulance matrix.

7. Old Business

7.1 EPCR Update (Standing Item)

Executive Director Hackett advised that integration between Image Trend and Riverside County is still in process.

Mr. Todd, EMSA, stated that at this time the January start date will not be delayed due to any CAD integration issues.

7.2 Review Upcoming Holiday/Event Calendar (Standing Item)

Based on a five-year call history review by the JPA, there will be no up-staffing required for Halloween, Veterans Day or Thanksgiving.

8. New Business

8.1 Review and Approve Marshall, EDC TOA and JPA Draft Agreement to Support EMT Training

Executive Director Hackett stated that currently the Training Officers (TO) have responsibility for the curriculum being taught at Folsom Lake Community College (FLCC). Since FLCC does not have an interest in the program, EDC TOA will meet with Dr. Gould, American River College (ARC), to develop a strategy on moving the course from FLCC to ARC.

Director Webb motioned to approve the Marshall, EDC TOA and JPA Agreement as presented. Director Hardy seconded the motion which carried unanimously.

8.2 Update and Discuss Barton Hospital IFT Issues/Potential Revenue

Executive Director Hackett stated that Barton Hospital continues to deal with the IFT issue and that they have indicated that they are willing to contribute financially for IFT transports. Unfortunately, there is no mechanism for Barton Hospital to pay CSA 3, but there is a mechanism for them to pay CSA 7.

Director Roberts stated that Barton Hospital and Marshall Medical Center are supportive of keeping the fire based ambulance model within the county and that any support the JPA can provide to assist in keeping the system whole will be beneficial.

The Board agreed to continue moving forward with discussions on the topic.

8.3 Discuss Cancellation / Rescheduling of November JPA Board Meeting

Executive Director Hackett requested to cancel the November 30 and December 28 JPA Board meetings and hold a joint Finance Committee and JPA Special Board Budget meeting on December 7 at 1:00 p.m. at Diamond Springs Fire.

Director Hardy motioned to approve the cancellation of the November 30 and December 28 JPA Board meetings and to schedule a joint Finance Committee and JPA Special Board Budget meeting on December 7. Director Schwab seconded the motion which carried unanimously.

8.4 Nominate Calendar Year 2017 JPA Board Officers

Director Hardy motioned to nominate Chief Roberts as Chair and Chief Schwab as Vice Chair for calendar year 2017 JPA Board of Directors. Director Ransdell seconded the motion which carried unanimously.

9. Fiscal Items

9.1 Review FY 15-16 Final Revenue and Expenditure Report

Executive Director Hackett reviewed the final FY 15-16 Revenue and Expenditures report with the committee.

9.2 Review FY 16-17 First Quarter Revenue and Expenditure Report

Executive Director Hackett reviewed the first quarter FY 16-17 Revenue and Expenditures report with the committee.

10. Director Items

CAL FIRE ECC AEU: The new dispatchers are doing well and will begin the academy modules at the beginning of 2017. Recruitment will begin for Captain and Communications Operator positions at the ECC. Work has begun on the 2016 CAL FIRE ECC Annual Report. EDSO recently took over several cell towers from CHP. Battalion Chief Wood is a new father.

CAL FIRE Cameron Park: New paramedics have made it through the accreditation process.

Diamond Springs / El Dorado Fire: Four new hires are currently in the academy.

El Dorado County Fire: Recently hired 11 FF/EMTs. Squad 21 is now in service full time.

El Dorado Hills: Interviews are taking place for the Apprentice Program. The election for the El Dorado Hills Fire Board is coming up. The Standards of Coverage Community Risk Development Assessment has been completed. The Deployment Measure policy will be presented to the Board for approval.

Garden Valley: A strategic deployment consultant will be speaking to the district. The consultant is also available to speak to the JPA if there is interest.

Georgetown Fire: Working to fill vacancies and staff up the extra help program. Hosting a Teal Pumpkin Halloween event which promotes an allergy free experience.

Lake Valley Fire: Nothing to report.

Mosquito Fire: Depleted in available resources. Trying to establish an ALS capability in Mosquito, as 90% of the calls are medical. Developing a new 24/7 schedule. Hiring a stipend reserve force.

Working on a proposal for a fee assessment increase for both developed and undeveloped parcels.

Pioneer Fire: Nothing to report.

Rescue Fire: Nothing to report.

JPA: Work will begin on a historical retrospective to highlight the JPA's twenty years of service.

11. Good and Welfare

Nothing to report.

12. Adjournment

Director Webb motioned to adjourn the meeting at 9:07a.m. Director Estes seconded the motion which carried unanimously.



El Dorado County Emergency Services Authority

Finance Committee Meeting

Wednesday, November 2, 2016 – 1:00 p.m.

DS/ED Fire Station #49, Conference Room, 501 Main Street, Diamond Springs, CA 95619

Attendees:

- CAL FIRE Cameron Park, DC Mike Webb, **Chair**
- Diamond Springs Fire, Chief Bryan Ransdell, **Vice Chair**
- El Dorado County Fire, Chief Mike Hardy
- El Dorado Hills Fire, Chief Dave Roberts
- Garden Valley Fire, Chief Clive Savacool
- Georgetown Fire, Chief Greg Schwab
- Mosquito Fire, Chief Eddie Dwyer
- Pioneer Fire, Chief Grant Ingram
- Rescue Fire, Deputy Chief Tom Keating
- JPA Executive Director, Marty Hackett

Alternates:

- CAL FIRE Cameron Park, BC Bob Counts
- Diamond Springs Fire, BC Ken Earle
- El Dorado County Fire, DC Tim Cordero
- El Dorado Hills Fire, DC Mike Lilienthal

Guests:

None

Other Attendees:

Battalion Chief Dave Wood, CAL FIRE ECC AEU

1. Call to Order

Director Webb called the meeting to order at 1:05 p.m.

2. Approval of Agenda

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

3. Approval of Finance Committee Meeting Minutes of October 5, 2016

Director Roberts motioned to approve the minutes as presented. Director Ransdell seconded the motion which carried unanimously.

4. Old Business

4.1 Review FY 16-17 Revenue and Expenditure Report

Executive Director Hackett reviewed the year to date FY 16-17 Revenue and Expenditure report with the committee.

The committee requested that the JPA review bills to determine if there is any anomaly that has caused the increased costs in medical supplies to date. They also requested that the JPA research information regarding inventory management tools for medical supplies and present the information at a future meeting.

5. New Business

5.1 Discuss Future Class 30 Cap

The committee discussed in detail how to proceed in determining whether a hard or soft cap should be implemented for Class 30 in the FY 17-18 budget. The uncontrollable variables identified that may impact a cap are the UAL and OPEB costs.

The following ideas were proposed to help control and/or reduce costs:

- Hiring second-tier FF/Paramedics.
- Implement a peak performance staffing model – metered approach based on need.
- Utilizing a 12-hour car vs. 24-hour car.

Director Ransdell proposed a \$1.1M soft cap for FY 17-18 and recommended that the cap be reevaluated annually.

Director Hardy motioned to recommend to the JPA Board of Directors approval of the \$1.1 soft cap per district in Class 30 for FY 17-18. Director Ransdell seconded the motion which carried unanimously.

5.2 Review and Approve Paramedic Field Internship and Paramedic Accreditation Policies

Executive Director Hackett reviewed the policy revisions with the committee. Based on a recommendation at the last Finance Committee meeting, the fees will be standardized as follows:

Accreditation = \$250.00

Internship - \$1,200.00

Director Hardy motioned to recommend to the JPA Board of Directors approval of the Paramedic Field Internship and Paramedic Accreditation policies as presented. Director Schwab seconded the motion which carried unanimously.

5.3 Review FY 17-18 JPA Preliminary Budget

Executive Director Hackett reviewed the FY 17-18 preliminary budget with the committee. After an in-depth discussion, the following changes were requested to the budget.

- Add \$733,000 to County Fire s/o 3000 (Regular Employees) to cover the cost of an additional half-time medic unit.
- Reduce County Fire s/o 3046 (Retiree Health) from \$186,886 to \$186,866.
- Reduce JPA s/o 4160 (Vehicle Maintenance) from \$100,000 to \$90,000.
- Increase JPA s/o 4200 (Medical Supplies) from \$380,000 to \$460,000.
- Increase JPA s/o 6040 (Fixed Assets) from \$300,000 to \$465,000.
- Add CAL FIRE ECC AEU as a provider agency on the budget worksheet.

Director Webb motioned to revise the FY 17-18 JPA preliminary budget with the changes noted above and then recommend to the JPA Board of Directors for approval. Director Ransdell seconded the motion which carried unanimously.

5.4 Elect Calendar Year 2017 Finance Committee Officers

Director Roberts motioned to approve Division Chief Mike Webb as the Chair and Chief Bryan Ransdell and the Vice Chair of the Finance Committee for the 2017 calendar year. Director Schwab seconded the motion which carried unanimously.

5.5 GovInvest Actuarial Services

The JPA recently participated in a webinar hosted by GovInvest to review their software program for government agencies. GovInvest's mission is to help governments identify with a high degree accuracy their unfunded pension, OPEB, and other debt problems, through unique software and simple, understandable actuarial reports. They provide value by facilitating easy communication of complex information to decision – makers and stakeholders, allowing them to understand and analyze their liabilities, and providing clear direction for current and future planning. Their solutions suite consists of actuarial software, actuarial valuations, and benefit consulting.

The JPA would like to move forward with obtaining a cost quote from GovInvest for both their UAL and OPEB software product lines. To accomplish this, the JPA will need the most recent OPEB actuarial from each district that wishes to participate in the program. The GovInvest cost proposal

will be presented at the December 7 combined Finance Committee and JPA Special Board Budget meeting for review/approval.

El Dorado County Fire has determined that they will pursue a direct contract with GovInvest and will not participate in a JPA contract with the company.

6. Adjournment

Director Roberts motioned to adjourn the meeting at 2:42 p.m. Director Ransdell seconded the motion which carried unanimously.

DRAFT

Date: **Posted by System 10/5/2016 3:27:33 PM**
 Authorized By: **Marty Hackett / Sherrie Kelly**
 Prepared By: **Sherrie Kelley**
 Contact Phone: **530-642-0622**

County of El Dorado
JPA Claim Batch Report

Printed 10/5/2016 3:27:34 PM

File Name: **Batch 16-17 JPA Claim 18 10/3/2016**

Fiscal Period:
2016-17

Total: **\$8,873.32**

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4606	Fuel Purchase	\$949.75	DS Inv 47064551 Acct 0496002012581	013389	01		WEX Inc.
2	210	871000	4606	Fuel Purchase	\$5,159.08	EDC Inv 47064551 Acct 0496002012581	013389	01		WEX Inc.
3	210	871000	4606	Fuel Purchase	\$1,667.41	EDH Inv 47064551 Acct 0496002012581	013389	01		WEX Inc.
4	210	871000	4606	Fuel Purchase	\$1,030.43	GT Inv 47064551 Acct 0496002012581	013389	01		WEX Inc.
5	210	871000	4606	Fuel Purchase	\$66.65	AD Inv 47064551 Acct 0496002012581	013389	01		WEX Inc.

\$8,873.32

County of El Dorado
JPA Claim Batch Report

Authorized By: Marty Hackett / Sherrie Kelly
Prepared By: Sherrie Kelley
Contact Phone: 530-642-0622

File Name: Batch 16-17 JPA Claim 19 10/3/2016

Fiscal Period:
2016-17

Total: \$1,867.35

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4420		\$182.75	AD Inv 51719308	006556	01		de lage landen Financial Services
2	210	871000	4300		\$1,547.85	AD Inv 10976 RN CCT	004819	15		Marshall Hospital
3	210	871000	4620		\$136.75	AD Acct 2153110749-4	000395	03		Pacific Gas & Electric, Inc.

\$1,867.35 \$1,867.35

County of El Dorado
JPA Claim Batch Report

Fiscal Period: **2016-17**
 Total: **\$25,074.58**

File Name: **Batch 16-17 JPA Claim 20 10/11/2016**

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4040	Communications	\$27.32	AD Inv 000008664554 Payer 9391056681	000392	22		AT&T
2	210	871000	4040	Communications	\$138.94	AD Inv 000008664567 Payer 9391056823	000392	22		AT&T
3	210	871000	4040	Communications	\$109.05	AD Inv 000008664570 Payer 9391056838	000392	22		AT&T
4	210	871000	4220	Membership	\$25.00	AD 2016-2017 Fire Chiefs Assoc Dues (for JPA)	001003	02		El Dorado County Fire Chiefs Assn
5	210	871000	4100	Fire, Theft & Property	\$22,136.00	AD Inv 9127	000148	01		Atwood Insurance Agency
6	210	871000	4162	Veh Maint: Supplies	\$55.35	AD Inv 15616	026384	01		Jeff Thompsons Auto Group Inc.
7	210	871000	4160	Mechanics Services	\$314.25	EDC Inv 16985 VIN 2349	026384	01		Jeff Thompsons Auto Group Inc.
8	210	871000	4162	Veh Maint: Supplies	\$363.38	DS Inv 909565	000372	06		Riebes Auto Parts, Lic
9	210	871000	4162	Veh Maint: Supplies	\$290.41	DS Inv 910984	000372	06		Riebes Auto Parts, Lic
10	210	871000	4300	Professional Services	\$108.00	AD Inv 2776	003034	01		SAS Engineering
11	210	871000	4040	Communications	\$1,506.88	AD Inv 9772516078 Acct 371232913-00001	003946	09		Verizon Wireless Dallas remit to

\$25,074.58 \$25,074.58

**County of El Dorado
JPA Claim Batch Report**

Date: **Posted by System 10/12/2016 11:47:20 AM**

Authorized By: **Marty Hackett / Sherrie Kelly**

Prepared By: **Sherrie Kelley**

Contact Phone: **530-642-0622**

File Name: **Batch 16-17 JPA Claim 21 10/11/2016**

Fiscal Period: **2016-17**

Total: **\$2,931.72**

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4200	Medical Supplies	\$657.68	DS Inv 94263799 Payer 1197316	026225	01		Arrow International
2	210	871000	4164	General Tires & Repai	\$635.52	DS Inv 446548	024522	01		ELDOB ENTERPRISES, LLC
3	210	871000	4162	Veh Maint: Supplies	\$390.97	EDC Inv 17763 M19 & M25	026384	01		Jeff Thompsons Auto Group Inc.
4	210	871000	4160	Mechanics Services	\$617.50	EDC Inv 005705	021794	01		Jon Lyons Truck Repair
5	210	871000	4160	Mechanics Services	\$65.00	DS Inv 005705	021794	01		Jon Lyons Truck Repair
6	210	871000	4162	Veh Maint: Supplies	\$160.92	EDC Inv 916152 Multiple Units	000372	06		Riebes Auto Parts, Lic
7	210	871000	4162	Veh Maint: Supplies	\$86.45	EDC Inv 909891 M28	000372	06		Riebes Auto Parts, Lic
8	210	871000	4162	Veh Maint: Supplies	\$160.92	EDC Inv 907969 Multiple Units	000372	06		Riebes Auto Parts, Lic
9	210	871000	4162	Veh Maint: Supplies	\$98.36	EDC Inv 908080 M28	000372	06		Riebes Auto Parts, Lic
10	210	871000	4162	Veh Maint: Supplies	\$58.40	EDC Inv 915495 M19	000372	06		Riebes Auto Parts, Lic

\$2,931.72

Date: Posted by System 10/12/2016 11:47:40 AM

Printed 10/12/2016 11:47:40 AM

Authorized By: Marty Hackett / Sherrie Kelly

County of El Dorado

JPA Claim Batch Report

Prepared By: Sherrie Kelley

Contact Phone: 530-642-0622

Fiscal Period: 2016-17

File Name: Batch 16-17 JPA Claim 22 10/11/2016

Total: \$654.73

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4240	Misc Expense	\$24.99	AD Acct 4246044555721848 Car-Izma Auto Spa	003264	01		US Bank
2	210	871000	4200	Medical Supplies	\$590.79	AD Acct 4246044555721848 Uline	003264	01		US Bank
3	210	871000	4040	Communications	\$13.95	AD Acct 4246044555721848 Go to my PC	003264	01		US Bank
4	210	871000	4600	General - Mileage Rei	\$25.00	AD Acct 4246044555721848 FasTrack	003264	01		US Bank

\$654.73

\$654.73

**County of El Dorado
JPA Claim Batch Report**

Authorized By: **Marty Hackett / Sherrie Kelly**

Prepared By: **Sherrie Kelley**

Contact Phone: **530-642-0622**

File Name: **Batch 16-17 JPA Claim 24 10/18/2016**

Fiscal Period:

2016-17

Total: **\$1,838.41**

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4200	Medical Supplies	\$109.02	GT Inv 9055516316 Payer 2139850	024075	01		AIRGAS USA, LLC
2	210	871000	4200	Medical Supplies	\$33.22	GT Inv 634553645	026485	01		Aramark Uniform & Career Group Inc.
3	210	871000	4200	Medical Supplies	\$33.22	GT Inv 792273509	026485	01		Aramark Uniform & Career Group Inc.
4	210	871000	4200	Medical Supplies	\$33.22	GT Inv 792273509	026485	01		Aramark Uniform & Career Group Inc.
5	210	871000	4200	Medical Supplies	\$33.22	GT Inv 792273509	026485	01		Aramark Uniform & Career Group Inc.
6	210	871000	4160	Mechanics Services	\$1,127.17	EDC Inv 446773 Vin 7061	024522	01		ELDOB ENTERPRISES, LLC
7	210	871000	4160	Towing for Ambulance	\$170.00	GT Inv 037401	500406	01		G & O Body Shop, Inc.
8	210	871000	4160	Mechanics Services	\$1.00	GT Acct 1148 - Service Fee	000719	01		Georgetown Ace Hardware
9	210	871000	4162	Veh Maint: Supplies	\$298.34	GT Sales Order 290268 Cust # C35989	004442	01		L.N. Curtis & Sons, Inc.

\$1,838.41

\$1,838.41

**County of El Dorado
JPA Claim Batch Report**

Date: **Posted by System 10/19/2016 2:25:18 PM**
 Authorized By: **Marty Hackett / Sherrie Kelly**
 Prepared By: **Sherrie Kelley**

Contact Phone: **530-642-0622**

File Name: **Batch 16-17 JPA Claim 23 10/17/2016**

Fiscal Period: **2016-17**

Total: **\$8,679.45**

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4420	Equipment Rental	\$543.76	EDH Inv 9939036741 Payer 2655111	024075	01		AIRGAS USA, LLC
2	210	871000	4420	Equipment Rental	\$41.25	PIO Inv 9939757227 Payer 2139483	024075	01		AIRGAS USA, LLC
3	210	871000	4420	Equipment Rental	\$216.09	CP Inv 9938313906 Payer 2139758	024075	01		AIRGAS USA, LLC
4	210	871000	4420	Equipment Rental	\$216.09	CP Inv 9939027295 Payer 2139758	024075	01		AIRGAS USA, LLC
5	210	871000	4420	Equipment Rental	\$209.20	CP Inv 9939740535 Payer 2139758	024075	01		AIRGAS USA, LLC
6	210	871000	4200	Medical Supplies	\$216.80	EDH Inv 9055794320 Payer 2655111	024075	01		AIRGAS USA, LLC
7	210	871000	4200	Medical Supplies	\$174.09	EDH Inv 9055330330 Payer 2655111	024075	01		AIRGAS USA, LLC
8	210	871000	4200	Medical Supplies	\$204.31	EDH Inv 9054896508 Payer 2655111	024075	01		AIRGAS USA, LLC
9	210	871000	4200	Medical Supplies	\$449.30	CP Inv 9055045541 Payer 2139758	024075	01		AIRGAS USA, LLC
10	210	871000	4200	Medical Supplies	\$426.45	CP Inv 905377984 Payer 2139758	024075	01		AIRGAS USA, LLC
11	210	871000	4200	Medical Supplies	\$198.53	CP Inv 9054706766 Payer 2139758	024075	01		AIRGAS USA, LLC
12	210	871000	4164	General Tires & Repair	\$236.53	EDH Inv 005100-118967 M287	025974	01		Big O Tires #100/5100
13	210	871000	4620	Utilities	\$6.00	AD Reimb for EID Acct 025520-002- Balance Due	000299	01		Diamond Springs / El Dorado FF Assn
14	210	871000	4164	General Tires & Repair	\$585.57	EDC Inv 446352 VIN 0500	024522	01		ELDOB ENTERPRISES, LLC
15	210	871000	4164	General Tires & Repair	\$1,148.77	EDC Inv 446402 VIN 0500	024522	01		ELDOB ENTERPRISES, LLC
16	210	871000	4160	Mechanics Services	\$2,096.68	CP Inv 15522 VIN 8035	026384	01		Jeff Thompsons Auto Group Inc.
17	210	871000	4160	Veh Maint: Supplies	\$121.86	CP Inv 989579 VIN 8035	026077	01		Jiffy Lube DBA Wisconsin Quick Lube
18	210	871000	4160	Mechanics Services	\$150.55	CP Inv 989577 VIN 8035	026077	01		Jiffy Lube DBA Wisconsin Quick Lube
19	210	871000	4160	Mechanics Services	\$229.51	CP Inv 988151 VIN 8035	026077	01		Jiffy Lube DBA Wisconsin Quick Lube
20	210	871000	4162	Veh Maint: Supplies	\$9.93	CP Inv 106805	000372	06		Riebes Auto Parts, Llc
21	210	871000	4162	Veh Maint: Supplies	\$509.23	CP Inv 095538	000372	06		Riebes Auto Parts, Llc
22	210	871000	4162	Veh Maint: Supplies	\$169.74	CP Inv 094902	000372	06		Riebes Auto Parts, Llc
23	210	871000	4162	Veh Maint: Supplies	\$429.57	CP Inv 093860	000372	06		Riebes Auto Parts, Llc
24	210	871000	4602	Employee	\$54.59	AD Reimb mileage Sept 1 - Oct 10 2016	021992	01		Sherrie Kelley
25	210	871000	4260	Office Expense	\$35.05	AD Reimb for mtg supplies Sept 1 - Oct 10 2016	021992	01		Sherrie Kelley

\$8,679.45

**County of El Dorado
JPA Claim Batch Report**

Date: **Posted by System 10/20/2016 2:03:58 PM**
 Authorized By: **Marty Hackett / Sherrie Kelly**
 Prepared By: **Sherrie Kelley**
 Contact Phone: **530-642-0622**

Fiscal Period: **2016-17**
 Total: **\$34,065.14**

File Name: **Batch 16-17 JPA Claim 25 10/20/2016**

Line Num	Trans Code	Index Code	Sub Object	User Code	Description	Amount	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4200	Medical Supplies	DS Inv 767201	\$4,036.37	501935	01		Life Assist, Inc.
2	210	871000	4200	Medical Supplies	DS Inv 767610	\$308.99	501935	01		Life Assist, Inc.
3	210	871000	4200	Medical Supplies	DS Inv 768078	\$90.30	501935	01		Life Assist, Inc.
4	210	871000	4200	Medical Supplies	DS Inv 768676	\$301.86	501935	01		Life Assist, Inc.
5	210	871000	4200	Medical Supplies	DS Inv 769000	\$73.93	501935	01		Life Assist, Inc.
6	210	871000	4200	Medical Supplies	DS Inv 770248	\$2,605.45	501935	01		Life Assist, Inc.
7	210	871000	4200	Medical Supplies	DS Inv 770433	\$398.72	501935	01		Life Assist, Inc.
8	210	871000	4200	Medical Supplies	GT Inv 768362	\$464.58	501935	01		Life Assist, Inc.
9	210	871000	4200	Medical Supplies	GT Inv 768587	\$106.41	501935	01		Life Assist, Inc.
10	210	871000	4200	Medical Supplies	GT Inv 769238	\$286.35	501935	01		Life Assist, Inc.
11	210	871000	4200	Medical Supplies	GT Inv 769342	\$187.05	501935	01		Life Assist, Inc.
12	210	871000	4200	Medical Supplies	GT Inv 769770	\$45.37	501935	01		Life Assist, Inc.
13	210	871000	4200	Medical Supplies	GT Inv 769885	\$45.37	501935	01		Life Assist, Inc.
14	210	871000	4200	Medical Supplies	EDC Inv 766769	\$241.09	501935	01		Life Assist, Inc.
15	210	871000	4200	Medical Supplies	EDC Inv 767436	\$1,488.91	501935	01		Life Assist, Inc.
16	210	871000	4200	Medical Supplies	EDC Inv 767553	\$8.36	501935	01		Life Assist, Inc.
17	210	871000	4200	Medical Supplies	EDC Inv 767643	\$4,506.83	501935	01		Life Assist, Inc.
18	210	871000	4200	Medical Supplies	EDC Inv 768372	\$1,466.37	501935	01		Life Assist, Inc.
19	210	871000	4200	Medical Supplies	EDC Inv 768384	\$681.66	501935	01		Life Assist, Inc.
20	210	871000	4200	Medical Supplies	EDC Inv 768416	\$189.85	501935	01		Life Assist, Inc.
21	210	871000	4200	Medical Supplies	EDC Inv 768442	\$422.06	501935	01		Life Assist, Inc.
22	210	871000	4200	Medical Supplies	EDC Inv 768500	\$22.41	501935	01		Life Assist, Inc.
23	210	871000	4200	Medical Supplies	EDC Inv 768576	\$1,467.54	501935	01		Life Assist, Inc.
24	210	871000	4200	Medical Supplies	EDC Inv 768821	\$81.48	501935	01		Life Assist, Inc.
25	210	871000	4200	Medical Supplies	EDC Inv 768822	\$81.48	501935	01		Life Assist, Inc.
26	210	871000	4200	Medical Supplies	EDC Inv 769569	\$1,030.81	501935	01		Life Assist, Inc.
27	210	871000	4200	Medical Supplies	EDC Inv 770270	\$2,221.61	501935	01		Life Assist, Inc.
28	210	871000	4200	Medical Supplies	EDC Inv 770288	\$790.10	501935	01		Life Assist, Inc.
29	210	871000	4200	Medical Supplies	MOS Inv 769905	\$214.43	501935	01		Life Assist, Inc.
30	210	871000	4200	Medical Supplies	RES Inv 769129	\$333.47	501935	01		Life Assist, Inc.
31	210	871000	4200	Medical Supplies	CDF Inv 768201	\$229.16	501935	01		Life Assist, Inc.
32	210	871000	4200	Medical Supplies	CP Inv 768275	\$788.79	501935	01		Life Assist, Inc.
33	210	871000	4200	Medical Supplies	CP Inv 767108	\$230.56	501935	01		Life Assist, Inc.
34	210	871000	4200	Medical Supplies	CDF Inv 767877	\$265.51	501935	01		Life Assist, Inc.

**County of El Dorado
JPA Claim Batch Report**

Created by System 10/20/2016 2:03:58 PM
 Authorized By: Marty Hackett / Sherrie Kelly
 Prepared By: Sherrie Kelley
 Contact Phone: 530-642-0622

Fiscal Period: 2016-17
 Total: \$34,065.14

File Name: Batch 16-17 JPA Claim 25 10/20/2016

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
35	210	871000	4200	Medical Supplies	\$252.27	CDF Inv 767879	501935	01		Life Assist, Inc.
36	210	871000	4200	Medical Supplies	\$1,117.73	CP Inv 768220	501935	01		Life Assist, Inc.
37	210	871000	4200	Medical Supplies	\$1,342.13	CP Inv 768833	501935	01		Life Assist, Inc.
38	210	871000	4200	Medical Supplies	\$102.30	CP Inv 768932	501935	01		Life Assist, Inc.
39	210	871000	4200	Medical Supplies	\$294.08	CP Inv 769724	501935	01		Life Assist, Inc.
40	210	871000	4200	Medical Supplies	\$139.75	CP Inv 769910	501935	01		Life Assist, Inc.
41	210	871000	4200	Medical Supplies	\$1,525.27	PIO Inv 768380	501935	01		Life Assist, Inc.
42	210	871000	4200	Medical Supplies	\$52.47	PIO Inv 768783	501935	01		Life Assist, Inc.
43	210	871000	4200	Medical Supplies	\$14.96	PIO Inv 769410	501935	01		Life Assist, Inc.
44	210	871000	4200	Medical Supplies	\$86.38	PIO Inv 770237	501935	01		Life Assist, Inc.
45	210	871000	4200	Medical Supplies	\$661.39	EDH Inv 766955	501935	01		Life Assist, Inc.
46	210	871000	4200	Medical Supplies	\$771.03	EDH Inv 767592	501935	01		Life Assist, Inc.
47	210	871000	4200	Medical Supplies	\$1,992.15	EDH Inv 769846	501935	01		Life Assist, Inc.

\$34,065.14 \$34,065.14

Vouchers #1 Payables Interface CV1
(Permanent Vendors) - Outside District

District Name: Georgetown Fire District / JPA

Date: 10/4/2016

Prepared By: Diana Sampson

Contact Phone (ext): 530-333-4111

File Name: Gt Fire Dist JPA 10.04.16

Record: Number: _____ Interfaced By: _____ Batch Date: _____

Copy: Copied By: _____ Copy Date: _____

Scan: Scanned By: _____ Scan Date: _____

Audit: **FY 16-17** Audited By: _____ Audit Date: _____

PLEASE INDICATE CHECK DISTRIBUTION METHOD IN THE SPACE BELOW:

US Mail:

Return to District: X

Call for pickup: Diana at 333-4111

Document Total: \$14,024.96

I HEREBY CERTIFY THAT THE ARTICLES OR SERVICES DESCRIBED BY THE INVOICE(S) ATTACHED AND LISTED BELOW WERE NECESSARY FOR USE BY THE DISTRICT AND HAVE BEEN DELIVERED OR PERFORMED AND THAT NO PRIOR CLAIM HAS BEEN PRESENTED FOR SAID ARTICLES OR SERVICES:

Authorizing signatures: *[Signature]* **Diana Sampson** *[Signature]* **M. J. [Signature]** **Date: 10-04-16**

LINE NO.	TRANS CODE	INDEX CODE	SUB OBJECT	USER CODE NUMBER	AMOUNT	DESCRIPTION (LIMIT 50 CHARACTERS)	VENDOR NUMBER	VENDOR SUFFIX	SINGLE CHECK	VENDOR NAME
1	210	874000	3044	082914	1,858.83	GF INV BE001851290 Dental Ins Q3 JPA	000295	02		Delta Dental
2	210	874000	3060	083011	11,922.00	GF INV FASIS-2017-0274 WC 16-17	026221	01		FASIS
3	210	874000	3042	082815	154.50	GF INV 1221554 Long Term Disability JPA	000723	01		Myers-Stevens
4	210	874000	3044	082915	89.63	GF INV IA554453 Vision Ins JPA	004967	02		Superior Vision
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										

**County of El Dorado
JPA Claim Batch Report**

Date: **Posted by System 10/25/2016 9:55:14 AM**
 Authorized By: **Marty Hackett / Sherrie Kelly**
 Prepared By: **Sherrie Kelley**
 Contact Phone: **530-642-0622**
 File Name: **Batch 16-17 JPA Claim 26 10/24/2016**

Fiscal Period: **2016-17**
 Total: **\$5,261.40**

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4420	Equipment Rental	\$116.77	EDC Inv 9939708718 Payer 2139763	024075	01		AIRGAS USA, LLC
2	210	871000	4420	Equipment Rental	\$96.10	EDC Inv 9939708722 Payer 2139763	024075	01		AIRGAS USA, LLC
3	210	871000	4420	Equipment Rental	\$78.76	EDC Inv 99389866585 Payer 2139763	024075	01		AIRGAS USA, LLC
4	210	871000	4420	Equipment Rental	\$357.01	EDC Inv 99389866586 Payer 2139763	024075	01		AIRGAS USA, LLC
5	210	871000	4420	Equipment Rental	\$111.31	EDC Inv 99389866584 Payer 2139763	024075	01		AIRGAS USA, LLC
6	210	871000	4420	Equipment Rental	\$150.06	EDC Inv 9938988388 Payer 2139763	024075	01		AIRGAS USA, LLC
7	210	871000	4420	Equipment Rental	\$99.22	EDC Inv 99389866587 Payer 2139763	024075	01		AIRGAS USA, LLC
8	210	871000	4420	Equipment Rental	\$145.30	EDC Inv 9939708721 Payer 2139763	024075	01		AIRGAS USA, LLC
9	210	871000	4420	Equipment Rental	\$76.30	EDC Inv 9939708719 Payer 2139763	024075	01		AIRGAS USA, LLC
10	210	871000	4420	Equipment Rental	\$353.50	EDC Inv 9939708720 Payer 2139763	024075	01		AIRGAS USA, LLC
11	210	871000	4200	Medical Supplies	\$177.14	EDC Inv 9054750425 Payer 2139763	024075	01		AIRGAS USA, LLC
12	210	871000	4200	Medical Supplies	\$109.76	EDC Inv 9054750354 Payer 2139763	024075	01		AIRGAS USA, LLC
13	210	871000	4200	Medical Supplies	\$335.39	EDC Inv 9054750426 Payer 2139763	024075	01		AIRGAS USA, LLC
14	210	871000	4200	Medical Supplies	\$343.22	EDC Inv 9055841489 Payer 2139763	024075	01		AIRGAS USA, LLC
15	210	871000	4200	Medical Supplies	\$177.14	EDC Inv 9055188825 Payer 2139763	024075	01		AIRGAS USA, LLC
16	210	871000	4200	Medical Supplies	\$375.31	CP Inv 9056040947 Payer 2139758	024075	01		AIRGAS USA, LLC
17	210	871000	4200	Medical Supplies	\$233.95	DS Inv 9056132890 Payer 2139762	024075	01		AIRGAS USA, LLC
18	210	871000	4420	Equipment Rental	\$155.20	DS Inv 9939749592 Payer 2139762	024075	01		AIRGAS USA, LLC
19	210	871000	4200	Medical Supplies	\$379.33	EDC Inv 94273326 Payer 1197229	026225	01		Arrow International
20	210	871000	4162	Veh Maint: Supplies	\$71.88	EDC Inv 3618 M217	026502	01		Arrow Manufacturing Inc.
21	210	871000	4162	Veh Maint: Supplies	\$33.86	EDC Inv 3583 M25	026502	01		Arrow Manufacturing Inc.
22	210	871000	4260	Office Expense	\$64.31	AD Inv 538893 MMC Copier	500309	01		Carbon Copy, Inc.
23	210	871000	4260	Office Expense	\$29.37	AD Inv 539069 JPA Copier	500309	01		Carbon Copy, Inc.
24	210	871000	4261	General Postage	\$145.64	AD Acct 7900 0442 0746 1546	025530	01		NeoFunds by Neopost
25	210	871000	4606	Fuel Purchase	\$39.73	EDC Fuel Purchase M19	002181	01		Pleasant Valley Store
26	210	871000	4162	Veh Maint: Supplies	\$42.85	EDC Inv 093698 M217	000372	06		Riebes Auto Parts, Llc
27	210	871000	4162	Veh Maint: Supplies	\$26.89	EDC Inv 903023 M217	000372	06		Riebes Auto Parts, Llc
28	210	871000	4162	Veh Maint: Supplies	\$169.74	EDC Inv 108230	000372	06		Riebes Auto Parts, Llc
29	210	871000	4160	Mechanics Services	\$488.33	EDC Inv 913800 M28	022739	01		Ron DuPratt Ford
30	210	871000	4160	Mechanics Services	\$96.95	EDC Inv 913799 M228	022739	01		Ron DuPratt Ford
31	210	871000	4200	Medical Supplies	\$181.08	EDC Inv 2435358	000841	02		Zoll Medical Corporation

\$5,261.40

**County of El Dorado
JPA Claim Batch Report**

Date: ~~Posted~~ by System 10/25/2016 9:55:33 AM
 Authorized By: Marty Hackett / Sherrie Kelly
 Prepared By: Sherrie Kelley
 Contact Phone: 530-642-0622
 File Name: Batch 16-17 JPA Claim 27 10/24/2016

Fiscal Period: 2016-17
 Total: \$374,035.73

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	877000	3000	Salaries and Wages	\$112,089.94	EDH Q1 Wages M85	004374	01		EI Dorado Hills Fire Dept
2	210	877000	3002	Overtime	\$17,962.65	EDH Q1 Overtime M85	004374	01		EI Dorado Hills Fire Dept
3	210	877000	3004	Uniform Allowance	\$2,400.00	EDH Q1 Uniform Pay M85	004374	01		EI Dorado Hills Fire Dept
4	210	877000	3020	Retirement System	\$16,764.80	EDH Q1 Retirement M85	004374	01		EI Dorado Hills Fire Dept
5	210	877000	3022	Medicare	\$2,752.53	EDH Q1 Medicare M85	004374	01		EI Dorado Hills Fire Dept
6	210	877000	3040	Health & Dental Benefit	\$28,600.20	EDH Q1 Health Benefits M85	004374	01		EI Dorado Hills Fire Dept
7	210	877000	3042	LTD / Group Life	\$441.00	EDH Q1 Disability M85	004374	01		EI Dorado Hills Fire Dept
8	210	877000	3044	Vision	\$2,880.00	EDH Q1 Dental/Vision M85	004374	01		EI Dorado Hills Fire Dept
9	210	877000	3060	Workers Compensatio	\$12,990.15	EDH Q1 Workers Comp M85	004374	01		EI Dorado Hills Fire Dept
10	210	877000	3080	Flexible Benefits	\$136.80	EDH Q1 Life Insurance M85	004374	01		EI Dorado Hills Fire Dept
11	210	871000	4160	Mechanics Services	\$2,433.54	EDH Reimb for Q1 Vehicle Maintenance	004374	01		EI Dorado Hills Fire Dept
12	210	871000	4260	Office Expense	\$386.25	AD Reimb for Q1 Office Expense	004374	01		EI Dorado Hills Fire Dept
13	210	871000	4304	Provider Admin Fees	\$20,000.00	AD Reimb for FY 16-17 Admin Fee	004374	01		EI Dorado Hills Fire Dept
14	210	871000	4440	Rent & Lease: Buildin	\$4,500.00	AD Reimb for Q1 Rent	004374	01		EI Dorado Hills Fire Dept
15	210	871000	4620	Utilities	\$3,000.00	AD Reimb for Q1 Utilities	004374	01		EI Dorado Hills Fire Dept
16	210	877000	4021	Safety Equipment/Tur	\$1,500.00	EDH Q1 Clothing	004374	01		EI Dorado Hills Fire Dept
17	210	877000	4540	Staff Development Rei	\$432.00	EDH Q1 Staff Development	004374	01		EI Dorado Hills Fire Dept
18	210	877000	3020	Retirement System	\$71,648.25	EDH CalPERS Lump Sum FY 16-17	004374	01		EI Dorado Hills Fire Dept
19	210	871000	3046	Other Post Employme	\$34,068.00	EDH OPEB Normal Cost FY 16-17	004374	01		EI Dorado Hills Fire Dept
20	210	871000	3046	Other Post Employme	\$39,049.62	EDH OBEB Unfunded Liability Payment FY 16-17	004374	01		EI Dorado Hills Fire Dept

\$374,035.73 \$374,035.73

**County of El Dorado
JPA Claim Batch Report**

~~Date:~~ **Posted by System 11/2/2016 3:46:41 PM**
Authorized By: Marty Hackett / Sherrie Kelly
Prepared By: Sherrie Kelley
Contact Phone: 530-642-0622
File Name: Batch 16-17 JPA Claim 28 11/1/2016

Fiscal Period: **2016-17**
 Total: **\$4,996.51**

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4200	Medical Supplies	\$59.75	DS Inv 9056177880 Payer 2139762	024075	01		AIRGAS USA, LLC
2	210	871000	4200	Medical Supplies	\$1,784.75	CP Inv 94293231 Payer 94293231	026225	01		Arrow International
3	210	871000	4300	Professional Services	\$2,884.05	AD Inv 11001 CCT Transport	004819	18		Marshall Medical Center
4	210	871000	4200	Medical Supplies	\$267.96	DS Inv 2436162	000841	02		Zoll Medical Corporation
					\$4,996.51					

**County of El Dorado
JPA Claim Batch Report**

Date: **Posted by System 11/7/2016 1:52:02 PM**
 Authorized By: **Marty Hackett / Sherrie Kelly**
 Prepared By: **Sherrie Kelley**
 Contact Phone: **530-642-0622**
 File Name: **Batch 16-17 JPA Claim 29 11/7/2016**

Fiscal Period: **2016-17** Total: **\$218,234.20**

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4040	Communications	\$218,234.20	AD Q1 FY 16-17 Dispatch 27760 & 27761	005737	01		Dept of Forestry

\$218,234.20 \$218,234.20

**County of El Dorado
JPA Claim Batch Report**

Date: **Posted by System 11/7/2016 1:52:25 PM**
 Authorized By: **Marty Hackett / Sherrie Kelly**
 Prepared By: **Sherrie Kelley**
 Contact Phone: **530-642-0622**

Fiscal Period: **2016-17**
 Total: **\$256,663.31**

File Name: **Batch 16-17 JPA Claim 30 11/7/2016**

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4304	Provider Admin Fees	\$20,000.00	CP FY 16-17 Admin Fee	000275	01		Cameron Park Community Services Dist
2	210	871000	4440	Rent & Lease: Buidlin	\$18,000.00	CP FY 16-17 Rent	000275	01		Cameron Park Community Services Dist
3	210	871000	4620	Utilities	\$12,000.00	CP FY 16-17 Utilities	000275	01		Cameron Park Community Services Dist
4	210	871000	4606	Fuel Purchase	\$3,802.64	CP Q1 Fuel Charges	000275	01		Cameron Park Community Services Dist
5	210	875000	4021	Safety Equipment/Tur	\$6,756.37	CP Q1 Fire Turnouts	000275	01		Cameron Park Community Services Dist
6	210	875000	4600	General - Mileage Rei	\$100.00	CP Q1 Transportation & Travel	000275	01		Cameron Park Community Services Dist
7	210	875000	4540	Staff Development Rei	\$1,260.00	CP Q1 Staff Development	000275	01		Cameron Park Community Services Dist
8	210	875000	4461	General Minor Equipm	\$487.49	CP Q1 Minor Equipment	000275	01		Cameron Park Community Services Dist
9	210	875000	4080	Supplies	\$516.79	CP Q1 Household Expenses	000275	01		Cameron Park Community Services Dist
10	210	875000	4260	Office Expense	\$393.34	CP Q1 Office Supplies	000275	01		Cameron Park Community Services Dist
11	210	875000	3000	Salaries and Wages	\$193,346.68	CP Q1 Salary and Benefits	000275	01		Cameron Park Community Services Dist

\$256,663.31 \$256,663.31

**County of El Dorado
JPA Claim Batch Report**

Date: **Posted by System 11/7/2016 1:52:46 PM**
 Authorized By: **Marty Hackett / Sherrie Kelly**
 Prepared By: **Sherrie Kelley**
 Contact Phone: **530-642-0622**

Fiscal Period: **2016-17**
 Total: **\$1,713.92**

File Name: **Batch 16-17 JPA Claim 31 11/7/2016**

Line Num	Trans Code	Index Code	Sub Object	User Code	Description	Amount	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4420	Equipment Rental	\$182.75	AD Inv 52050221	006556	01		de lage landen Financial Services
2	210	871000	4080	Water	\$9.50	AD Inv 101358	022333	01		Brookcrest Water Company
3	210	871000	4420	Equipment Rental	\$80.00	AD Inv 101920 - Annual Cooler Rental	022333	01		Brookcrest Water Company
4	210	871000	4620	Utilities	\$76.66	AD Acct 2153110749-4	000395	03		Pacific Gas & Electric, Inc.
5	210	871000	4040	Communications	\$1,365.01	AD Inv 9774182402 Acct 371232913-00001	003946	09		Verizon Wireless Dallas remit to

\$1,713.92 \$1,713.92

**County of El Dorado
JPA Claim Batch Report**

Date: ~~Posted~~ by System 11/7/2016 1:53:00 PM
 Authorized By: Marty Hackett / Sherrie Kelly
 Prepared By: Sherrie Kelley
 Contact Phone: 530-642-0622

Fiscal Period: 2016-17
 Total: \$8,654.92

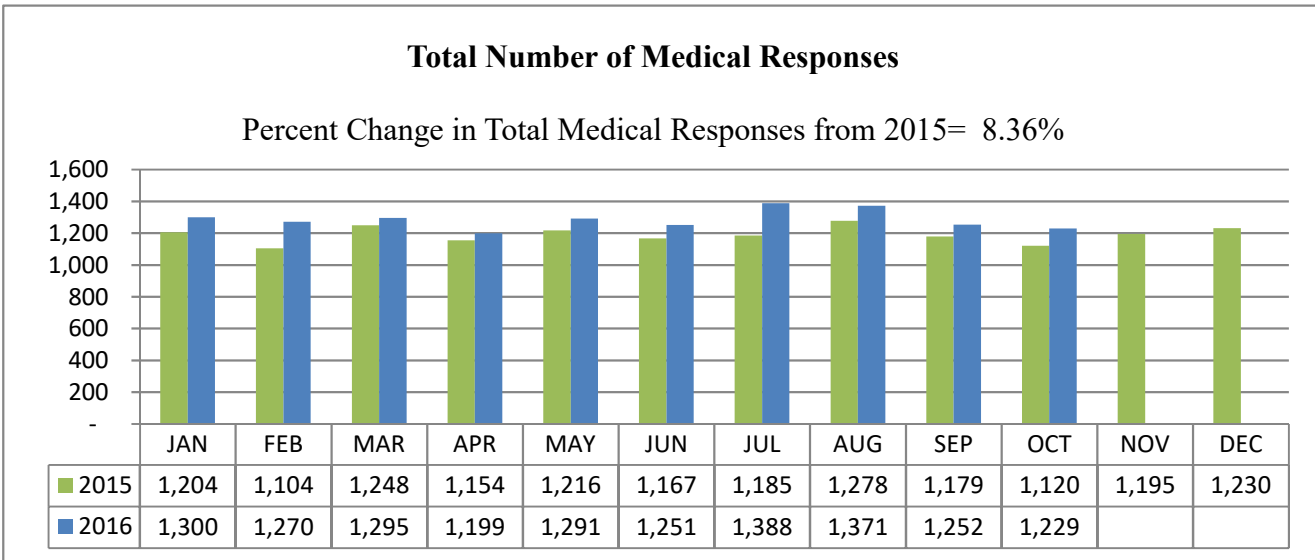
File Name: Batch 16-17 JPA Claim 32 11/7/2016

Line Num	Trans Code	Index Code	Sub Object	User Code	Amount	Description	Vendor Number	Vendor Suffix	Single Check	Vendor Name
1	210	871000	4606	Fuel Purchase	\$1,099.71	DS Inv 47426067 Acct 0496002012581 M49	013389	01		WEX Inc.
2	210	871000	4606	Fuel Purchase	\$1,128.90	EDC Inv 47426067 Acct 0496002012581 M17	013389	01		WEX Inc.
3	210	871000	4606	Fuel Purchase	\$292.19	EDC Inv 47426067 Acct 0496002012581 M217	013389	01		WEX Inc.
4	210	871000	4606	Fuel Purchase	\$919.93	EDC Inv 47426067 Acct 0496002012581 M19	013389	01		WEX Inc.
5	210	871000	4606	Fuel Purchase	\$25.22	EDC Inv 47426067 Acct 0496002012581 M219	013389	01		WEX Inc.
6	210	871000	4606	Fuel Purchase	\$792.29	EDC Inv 47426067 Acct 0496002012581 M25	013389	01		WEX Inc.
7	210	871000	4606	Fuel Purchase	\$1,751.78	EDC Inv 47426067 Acct 0496002012581 M28	013389	01		WEX Inc.
8	210	871000	4606	Fuel Purchase	\$1,326.42	EDH Inv 47426067 Acct 0496002012581 M85	013389	01		WEX Inc.
9	210	871000	4606	Fuel Purchase	\$213.31	EDH Inv 47426067 Acct 0496002012581 M285	013389	01		WEX Inc.
10	210	871000	4606	Fuel Purchase	\$960.15	GT Inv 47426067 Acct 0496002012581 M61	013389	01		WEX Inc.
11	210	871000	4606	Fuel Purchase	\$80.37	GT Inv 47426067 Acct 0496002012581 M261	013389	01		WEX Inc.
12	210	871000	4606	Fuel Purchase	\$64.65	AD Inv 47426067 Acct 0496002012581 JPA	013389	01		WEX Inc.

\$8,654.92

October 2016 Incident Summary Report

Total Number of Ambulance Responses to Date 2016 18,931
 Total Number of Medical Responses to Date 2016 12,846

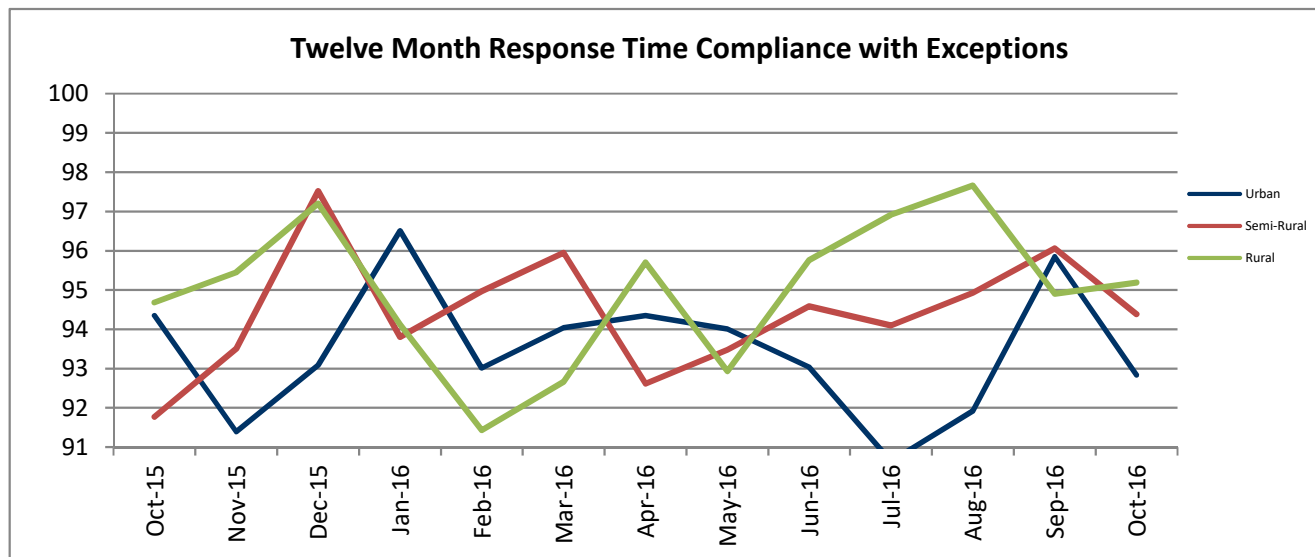


Response Times

	Before Exception Waivers	With Waivers
Urban	91.56%	92.83%
Semi-Rural	93.54%	94.38%
Rural	88.46%	95.19%
Wilderness	100.00%	100.00%

Exception Reports by Response Area

	Generated	Submitted to EMSA	Waiver
Urban	20	4	3
Semi-Rural	23	3	3
Rural	12	7	7
Wilderness	0	0	0



October 2016 Incident Summary Report

Exception Reports by Area and Reason

Total Number of Exception Reports: **55**

Response Area

North	
51 Garden Valley	2
52 Kelsey	
53 Greenwood	
72 Cool	3
74 Coloma	6
61 Georgetown	2
64 Greenwood	
63 Volcanoville	
73 Pilot Hill	

Core	
25 Placerville	8
26 Placerville	
27 Gold Hill	
28 Shingle Springs	1
44 Logtown	
46 El Dorado	
48 Diamond	1
49 Diamond	
75 Mosquito	4

East	
17 Pollock	1
18 Sierra Springs	2
21 Camino	1
26 Placerville	

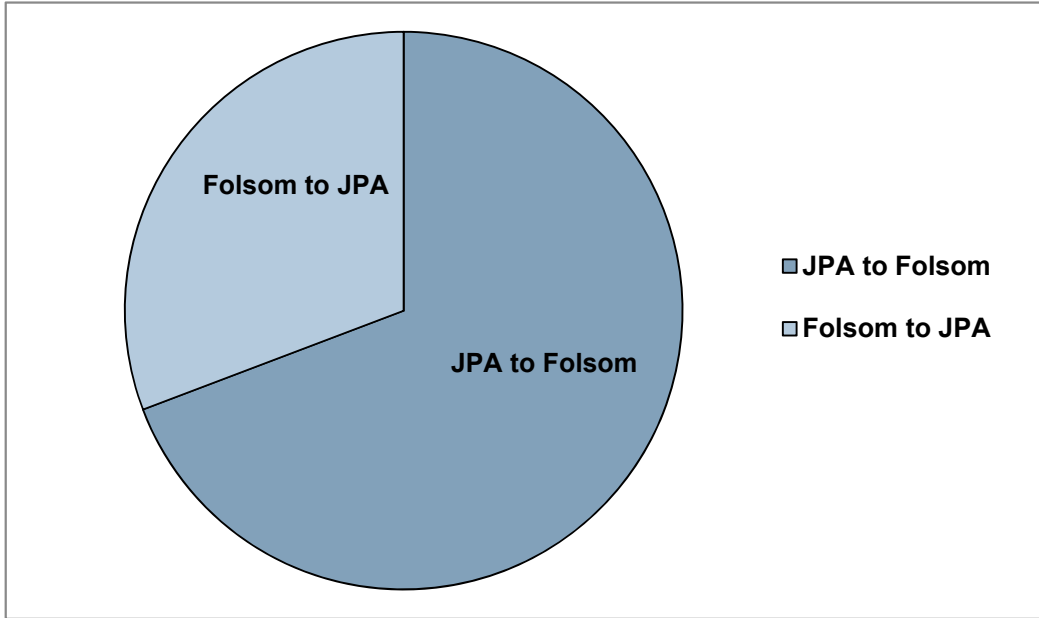
West	
47 Sleepy Hollow	
81 Rescue	2
83 Rescue	
84 EDH	4
85 EDH	5
86 EDH	3
88 Cameron Park	1
89 Cameron Park	1
91 Latrobe	

South	
19 Pleasant Valley	2
23 Pleasant Valley	1
32 Somerset	1
37 Omo Ranch	
38 Fairplay	
38 Mt. Aukum	4

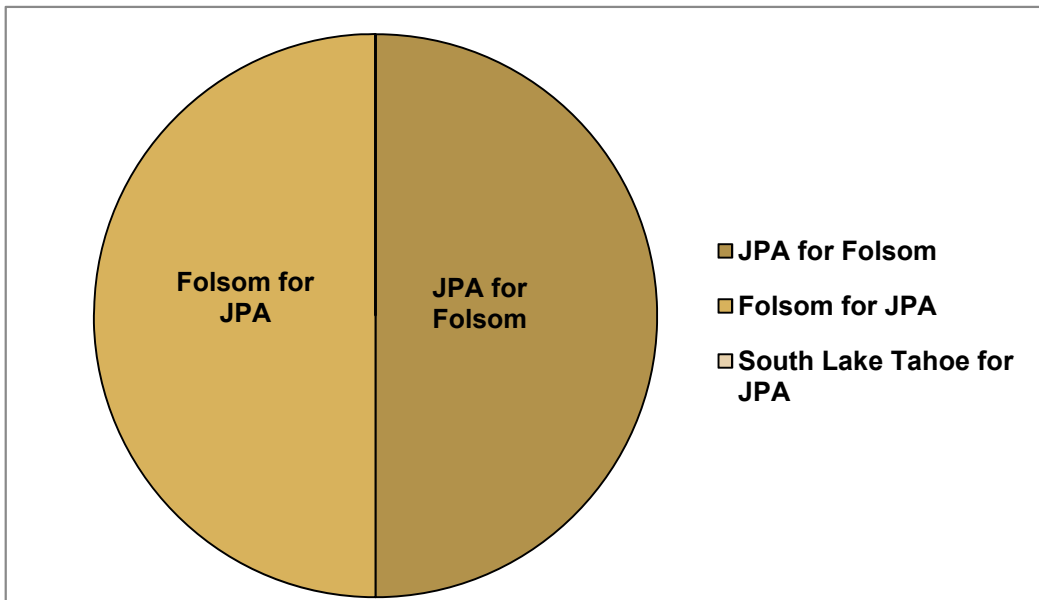
Reason for Exception Report	Urban	Semi-Rural	Rural
2nd unit to MCI		1	
Alert malfunction			
Cancelled enroute			
Cancelled re-dispatched			
Dispatched C-2	1		
Dispatched from training			
Distance	12	6	6
Gate			
GSA to GSA	2	2	3
Had to search for patient location			
Incorrect address			
Incorrect time stamp	2	2	
Interfacility transfer			
On a Move-Up			
On cover assignment			
Pager malfunction			
Patient left original location			
Poor road conditions			1
Quick Call did not work			
Reduced to C-2		1	
Road construction			
Road obstructions			1
Staging			
Unmarked/No visible address	1		1
Weather		1	

Mutual Aid - October 2016

MOVE-UPS	
JPA to Folsom	18
Folsom to JPA	8

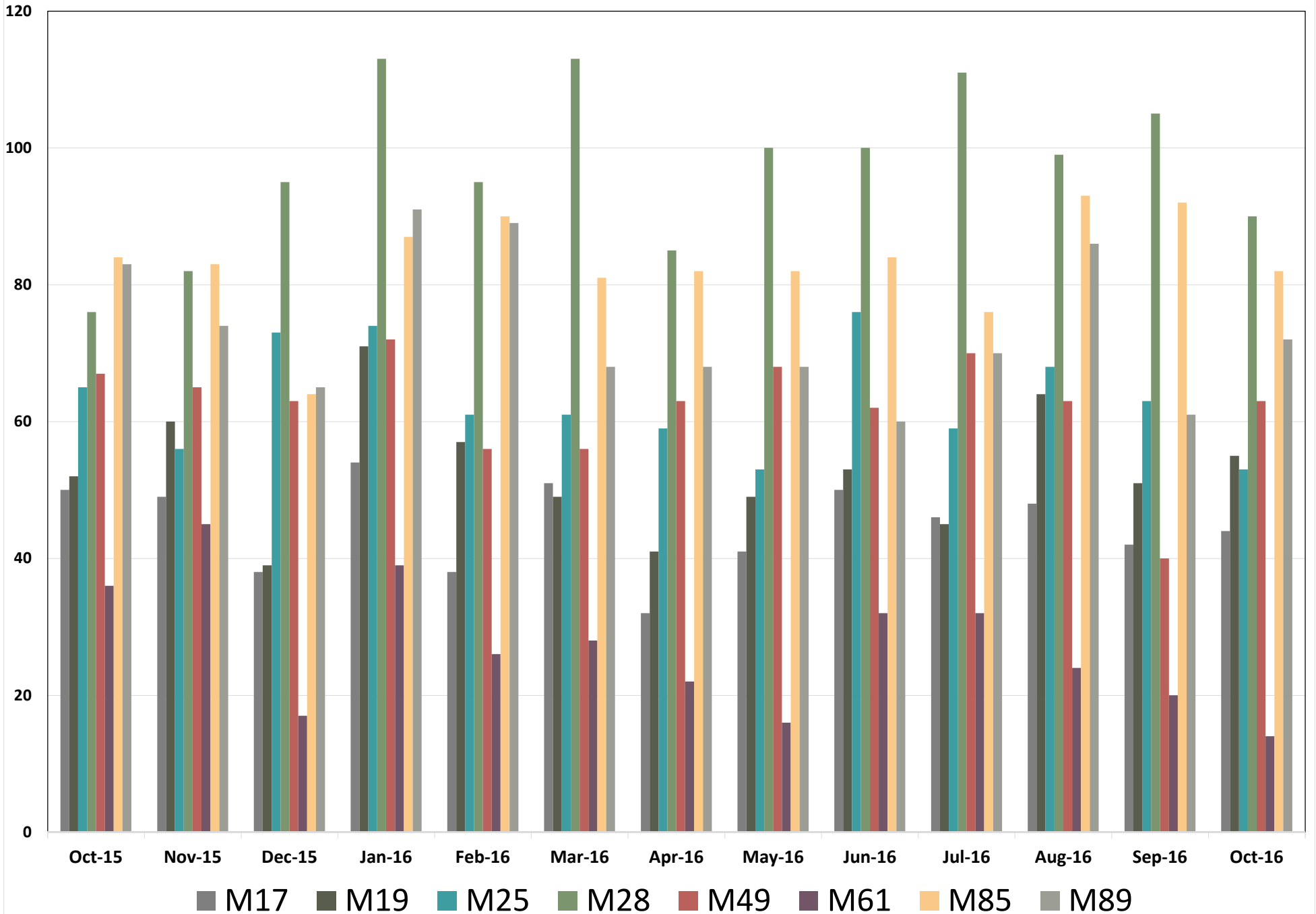


MEDICAL CALLS	
JPA for Folsom	5
Folsom for JPA	5
South Lake Tahoe for JPA	0



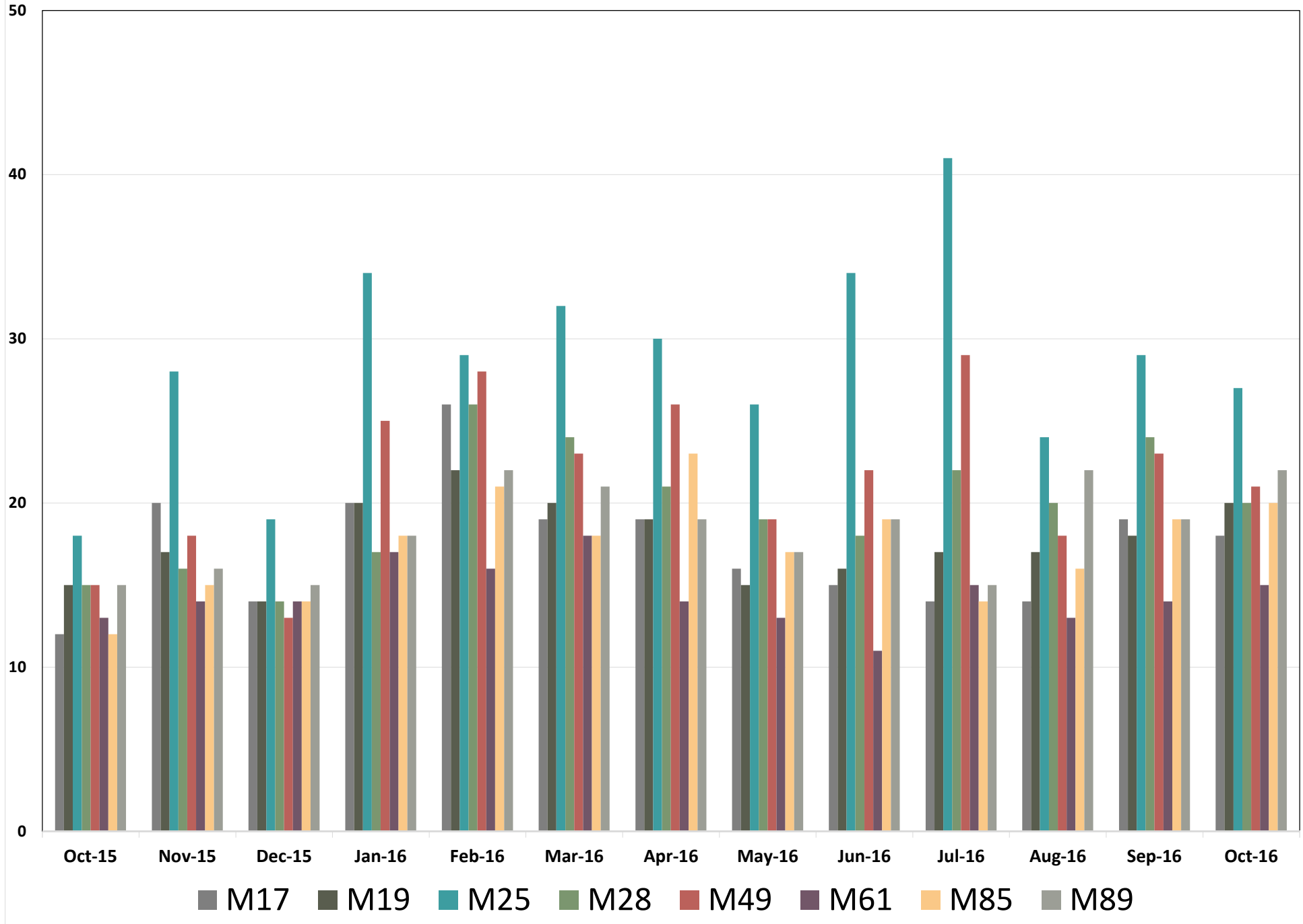
Move Up and Cover Stats

October = 475



Medical Interfacility Transfers

October = 163



2016 - 2017 Holiday / Event Calendar

2016		2017	
August		January	
31	Lake Tahoe Summit (POTUS Visit)	1	New Year's Day
		16	Martin Luther King Day
September		February	
10 – 17	Gold Panning Championship	14	Valentine's Day
5	Labor Day	20	President's Day
October		March	
10	Columbus Day	17	St. Patrick's Day
31	Halloween		
November		April	
11	Veterans Day	14	Good Friday
14	MCI Drill Planning Meeting	16	Easter
16	MCI Drill w/MMC	19	Every 15 Minutes Program (Golden Sierra)
24	Thanksgiving Day		
December		May	
14	EMS Awards Ceremony (San Francisco)	TBD	Every 15 Minutes Program
24	Christmas Eve	14	Mother's Day
25	Christmas	29	Memorial Day
31	New Year's Eve		
		June	
		14	Flag Day
		18	Father's Day
		24	Summer Spectacular CP
		July	
		3	Fireworks Show EDH
		4	Independence Day
		August	
		September	
		4	Labor Day
		October	
		9	Columbus Day
		31	Halloween
		November	
		11	Veterans Day
		23	Thanksgiving
		December	
		24	Christmas Eve
		25	Christmas Day
		31	New Year's Eve



El Dorado County Emergency Services Authority

Policy Subject Matter: **Paramedic Field Internships**
 Review Date:
 Revision Date:
 Creation Date: **07.01.99**

I. Policy:

The JPA and its member agencies may provide a field internship program.

II. Purpose:

The purpose of this policy is to outline the process for providing field internships for paramedic student interns and the procedures to be followed for field training officer (FTO) preceptor stipend reimbursements.

III. Procedure:

Field Internship

- A. A JPA member agency may operate a field internship program when the following conditions are met:
 1. Only paramedic student interns from a primary training program approved by the State EMS Authority will be accepted for field internship.
 2. Field internships will be arranged through the JPA administrative office in coordination with the sponsoring/provider fire districts.
 3. Only qualified, licensed and accredited firefighter/paramedics will be used in the capacity of a paramedic field training officer (FTO) preceptor.
 4. The sponsoring/provider fire districts will be responsible to ensure the paramedic student has completed all application requirements with the State of California Emergency Medical Services Authority (State EMSA) and the El Dorado County (EDC) Emergency Medical Services Agency (EMSA) prior to the start of their internship training. Internship requirements can be found at State of California H&S Code, Title 22, Chapter 4, Section 100153, et. al.
 5. A field internship shall consist of a minimum of 480 hours and a maximum of 960 hours.
 6. Training records and performance evaluations shall be completed by the FTO as required by the primary training program and State EMSA.
 7. The agency providing the internship training shall be responsible for promptly reporting to primary training program and the JPA Executive Director any difficulties that are encountered during field internship.

- B. A paramedic intern shall only perform those skills and procedures included in the State Scope of practice and the El Dorado County expanded scope of practice.

- C. The FTO preceptors shall be responsible for all patient care performed by a field intern under his/her supervision and to ensure compliance with all applicable policies and protocols.
- D. The JPA will reimburse a JPA member agency in the amount of twelve hundred (\$1,200) dollars for an FTO stipend when the following conditions are met:
 - 1. The paramedic student intern is currently working for a JPA member agency
 - 2. The paramedic student intern has completed the field internship program
- E. FTO stipend reimbursement procedures are as follows:
 - 1. The JPA member agency invoices the JPA with the following information:
 - a. FTO name and rank
 - b. Paramedic student intern name and rank
 - c. Start and finish dates for the field internship training
- F. A JPA member agency may require the paramedic student to pay the twelve hundred (\$1,200) dollar FTO stipend directly to them when the paramedic intern is not employed by a JPA member agency.



Marty Hackett
Executive Director



El Dorado County Emergency Services Authority

Policy Subject Matter: **Paramedic Accreditations**
 Review Date:
 Revision Date:
 Creation Date: **7.1.1999**

I. Policy:

The JPA and its member agencies may provide an accreditation program.

II. Purpose:

The purpose of this policy is to define the process for providing paramedic accreditation program services that are in full compliance with all state and local (El Dorado County) laws, rules, and regulations. In addition, this policy outlines the procedures to be followed for paramedic field training officer (FTO) stipend reimbursements.

III. Procedure:

Field Accreditation:

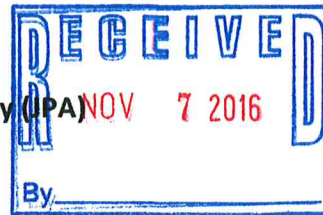
- A. A JPA member agency may operate an accreditation program when the following conditions are met:
 1. Only current, State of California Emergency Medical Services Authority (State EMSA) licensed paramedics will be accepted into the paramedic accreditation program.
 2. Accreditations will be arranged through the JPA administrative office in coordination with the sponsoring/provider fire districts.
 3. Only qualified, licensed and accredited firefighter/paramedics will be used in the capacity of a paramedic field training officer (FTO) preceptor.
 4. The sponsoring/provider fire districts will be responsible to ensure the paramedic student has completed all application requirements with the El Dorado County (EDC) Emergency Medical Services Agency (EMSA) prior to the start of the accreditation program. Accreditation requirements can be found on the EDC EMSA web site and in a policy titled: Paramedic Accreditation Instructions.
 5. Performance evaluations shall be completed by the FTO utilizing EDC EMSA approved evaluation forms and criteria.
 6. The agency providing the accreditation training/evaluation shall be responsible for promptly reporting to EDC EMSA and the JPA Executive Director any difficulties that are encountered during field accreditation.

- B. A paramedic in the accreditation program shall only perform those skills and procedures included in the State Scope of practice and the El Dorado County expanded scope of practice.

- C. The FTO preceptors shall be responsible for all patient care performed by a student paramedic under his/her supervision and to ensure compliance with all applicable policies and protocols.
- D. Accreditation requirements may be met during a field internship that is successfully completed within El Dorado County.
- E. The JPA will reimburse a JPA member agency in the amount of two hundred and fifty (\$250) dollars for an FTO stipend when the following conditions are met:
 - 1. The paramedic student is currently working for a JPA member agency
 - 2. The paramedic student has completed the field accreditation program
- F. FTO stipend reimbursement procedures are as follows:
 - 1. The JPA member agency invoices the JPA with the following information:
 - a. FTO name and rank
 - b. Paramedic student name and rank
 - c. Start and finish dates for the accreditation program.
- G. A JPA member agency may require the paramedic student to pay the two hundred and fifty (\$250) dollar FTO stipend directly to them when the paramedic student is not employed by a JPA member agency.



Marty Hackett
Executive Director



SUBMIT COMPLETED CLAIM FORM TO: El Dorado County Emergency Services Authority (JPA)
 480 Locust Road, Diamond Springs, CA 95619

TORT CLAIM

BEFORE COMPLETING THIS FORM, PLEASE READ THE "INSTRUCTIONS FOR FILING A CLAIM" ON THE BACK OF THIS FORM. YOU MAY MAKE A COPY OF THE COMPLETED FORM FOR YOUR RECORDS. YOU MUST COMPLETE EACH SECTION OF THIS FORM OR YOUR CLAIM MAY BE RETURNED TO YOU AS INSUFFICIENT.*

1. NAME AND MAILING ADDRESS OF CLAIMANTS		2. SPECIFY THE TOTAL DOLLAR AMOUNT OF CLAIM AS A DIRECT RESULT OF THE INCIDENT:	
MICHAEL SMITH		\$ UNLIMITED JURISDICTION	
NAME		3. WHERE DID THE DAMAGE OR INJURY OCCUR? (PLEASE INCLUDE STREET ADDRESS OR INTERSECTION):	
3010 WOODLEIGH COURT		ROTARY PARK	
MAILING ADDRESS		3155 CLARK STREET	
CAMERON PARK, CA 95682		PLACERVILLE, CA 95667	
CITY	STATE	ZIP	DRIVERS LICENSE NUMBER:
[REDACTED]		03-18-1968	C5810941
SOCIAL SECURITY NUMBER		DATE OF BIRTH	

4. WHEN DID THE DAMAGE OR INJURY OCCUR?

04 / 30 / 2016
 MONTH DAY YEAR TIME

IF YOU ARE FILING THIS CLAIM BEYOND SIX MONTHS FROM THE INCIDENT DATE, PLEASE SEE INSTRUCTION #4 FOR FILING A LATE CLAIM APPLICATION ON THE REVERSE SIDE OF THIS FORM.

5. PLEASE EXPLAIN THE CIRCUMSTANCES THAT LED TO THE ALLEGED DAMAGE OR INJURY. STATE ALL THE FACTS WHICH SUPPORT YOUR CLAIM AGAINST THE EL DORADO COUNTY JPA. IDENTIFY THE NAME OF THE EMPLOYEE(S) THAT ALLEGEDLY CAUSED THE DAMAGE OR INJURY. SEE ATTACHMENT 5

6. WHAT SPECIFIC DAMAGE OR INJURY DO YOU CLAIM RESULTED FROM THE ALLEGED ACTIONS?

SEE ATTACHMENT 6

7. HOW WAS THE AMOUNT CLAIMED ABOVE COMPUTED? (IF YOU HAVE SUPPORTING DOCUMENTATION FOR THE AMOUNT CLAIMED, PLEASE ATTACH TO THIS CLAIM)

SEE ATTACHMENT 7

8. NAMES AND ADDRESSES OF ALL WITNESSES, HOSPITALS, DOCTORS OR OTHER INDIVIDUALS HAVING KNOWLEDGE RELEVANT TO THE CLAIM:

SEE ATTACHMENT 8

9. SEND OFFICIAL NOTICES AND OTHER CORRESPONDENCE TO:

MICHAEL SMITH
 NAME
 3010 WOODLEIGH COURT
 MAILING ADDRESS
 CAMERON PARK, CA 95682
 CITY STATE ZIP

10. SIGNATURE OF CLAIMANT OR ATTORNEY/REPRESENTATIVE

X

11. DAYTIME TELEPHONE NUMBER(S) with area code

(530) 556-9212

*SECTION 72 OF THE PENAL CODE PROVIDES:

EVERY PERSON WHO, WITH THE INTENT TO DEFRAUD, PRESENTS FOR ALLOWANCE OR FOR PAYMENT TO ANY STATE BOARD OR OFFICER, OR TO ANY COUNTY, TOWN, CITY, DISTRICT, WARD, OR VILLAGE BOARD OR OFFICER AUTHORIZED TO ALLOW OR PAY THE SAME IF GENUINE ANY FALSE OR FRAUDULENT CLAIM, BILL, ACCOUNT, VOUCHER OR WRITING IS GUILTY OF A FELONY.

ATTACHMENTS TO TORT CLAIM

ATTACHMENT 5

The identity of the specific individual employee(s)' of those that responded to render aid when I was injured are asofyet unknown to me. Following my fall and injury to my left leg, one of the responding employees directed me to stand up, at which time my injured left leg again struck the ground and my right leg and ankle broke; the sounds of the breaking after standing being confirmed to me as having been heard by the medical personnel as it happened.

ATTACHMENT 6

Following my left leg striking the ground after being directed to stand by the responding medical employee(s) and my right ankle and leg breaking, the repair of both which required substantial surgeries, insertion of hardware into my right leg, use of a wheelchair for months, residency at a skilled care facility for months, and currently ongoing medical treatment and rehabilitation.

ATTACHMENT 7

If the amount of the claim exceeds \$10,000.00, no dollar amount shall be included in the claim. [Government Code section 910(f).] I have designated that the claim would be an unlimited civil case were it to be filed in the Superior Court of California, County of El Dorado. That designation is based in part upon my initial loss of employment wages at \$20.00 per hour that were not covered by sick leave I had available, as well as the subsequent loss of my employment position as a direct result of these injuries, prior and ongoing prescription and medical treatment costs paid out of pocket not covered by insurance or benefit, and pain and suffering.

ATTACHMENT 8

- Responding JPA medical personnel
- Responding El Dorado County Fire District personnel
- Staff of Dignity Health/Mercy Folsom Hospital, 1650 Creekside Dr., Folsom, CA 95630
- Staff of Mercy Imaging Center, 1650 Creekside Dr., Folsom, CA 95630
- Staff of Mercy Imaging Center, 7500 Hospital Dr., Sacramento, CA 95823
- Dr. Paul Metzger, Folsom Orthopedic Surgery, 1743 Creekside Dr., Folsom, CA 95630
- Western Slope Health Center, 3280 Washington St., Placerville, CA 95667
- Marshall Medical Home Care, 1100 Marshall Way, Placerville, CA 95667
- Dr. Clinton Collins, El Dorado Community Health Center, 3104 Ponte Morino Dr., Cameron Park, CA 95682
- Numerous private individuals both known and unknown to me

Automatic Aid Agreement
Between the
El Dorado County Emergency Services Authority
and the City of Folsom Fire Department

THIS AUTOMATIC AID AGREEMENT (“Agreement”) is made this _____ of _____ 2016, by and between the City of Folsom, a municipal corporation (“City”) and the El Dorado County Emergency Services Authority, a public entity – Joint Powers Authority (“JPA”).

WHEREAS, both parties hereto share mutual interests in providing emergency medical services to those in need and both parties own and maintain certain equipment and employ firefighter-paramedic personnel trained to provide advanced life support(ALS) at various levels of said tasks and services; and

WHEREAS, in the event either party may need the assistance of the other party to this Agreement to provide supplemental ALS ambulance response for emergency medical services; and

WHEREAS, each party is recognized as having the necessary equipment and personnel available to enable it to provide such services to the other party to this Agreement in the event of a medical emergency; and

WHEREAS, each of the parties to this Agreement has determined that it is in the best interests of each party to set forth guidelines for providing automatic assistance in the event of a medical emergency; and

NOW, THEREFORE, the parties hereto, in consideration of the mutual covenants, promises, and agreements herein contained, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agreed, do hereby agree as follows:

1. **PURPOSE.** The purpose of this Agreement is to prescribe a mechanism for the parties to provide supplemental aid and assistance to each other for responses to medical emergencies, large-scale emergencies, disaster level events and for stand-by area coverage.
2. **REQUEST FOR ASSISTANCE.** The Commanding Officer or Incident Commander of the party (also known as the Requesting Party) at the scene of an emergency within the City of Folsom and/or within the jurisdiction of the JPA (“Area of Coverage” as shown on a map attached hereto as Exhibit “A” and incorporated herein by reference) is authorized to request assistance from the other party to this Agreement through its jurisdictional dispatch center if confronted with a situation at which the Requesting Party has need for equipment or personnel in excess of that available at the Requesting Party’s facilities.
3. **RESPONSE TO REQUEST.** Upon receipt of a request as provided for in Paragraph No. 2 of this Agreement, the Commanding Officer or Incident Commander, or the agent of the

party receiving the request (also known as the Responding Party) shall immediately take the following actions:

- A. Determine if the Responding Party has a medic unit(s) and personnel available to respond to the request of the Requesting Party;
 - B. Determine the type of the equipment and number of personnel available.
 - C. Determine what available equipment and what available personnel should be dispatched in accordance with the plans and procedures established by the parties.
 - D. In the event the requested equipment and/or personnel are available, then the Receiving Party shall dispatch such equipment and personnel to a location as directed.
 - E. In the event the requested equipment and/or personnel are not available, then the Responding Party shall immediately advise the Requesting Party of such determination.
4. **COMMAND RESPONSIBILITY AT EMERGENCY SCENE.** Incident Command and operational organization shall follow the National Incident Management System (N.I.M.S.) and Incident Command System (I.C.S.) doctrine. If the Incident Commander specifically requests a senior officer of the Responding Party to assume command, then the Incident Commander shall not, by relinquishing command, be relieved of responsibility for the operation.
 5. **INCIDENT COMMUNICATION.** For command and control effectiveness, as well as incident safety, incident communication shall be face to face, as the preferred method, or when unfeasible shall utilize voiced radio on the assigned frequency assigned by the jurisdictional agency's dispatch center.
 6. **INCIDENT SAFETY.** It is the responsibility of the Requesting Party, through the Incident Command, to ensure that a safety plan is developed for each incident as quickly as practicable.
 7. **INCIDENT PUBLIC INFORMATION.** Public Information messaging and dissemination shall be in accordance with N.I.M.S. doctrine.
 8. **RIGHT TO WITHDRAW.** The Responding Party retains the right to withdraw some or all of its resources at any time. Notice of intention to withdraw must be communicated to the Requesting Party as soon as possible.
 9. **INDEMNITY.**
 - A. City shall mutually protect, defend, indemnify and hold the JPA and its officers, agents, and employees harmless from and against all claims, liabilities, obligations, losses, damages, costs, and expenses including, but not limited to, attorneys' fees,

court costs and litigation expenses that the parties may incur or sustain arising out of the performance of this Agreement, only in proportion to and to the extent such claim, liability, obligation, loss, damage, cost and expense are caused by or result from the negligent or intentional act or omission of the City and its officers, agents, and employees.

B. JPA shall mutually protect, defend, indemnify and hold the City and its officers, agents, and employees harmless from and against all claims, liabilities, obligations, losses, damages, costs, and expenses including, but not limited to, attorneys' fees, court costs and litigation expenses that the parties may incur or sustain arising out of the performance of this Agreement, only in proportion to and to the extent such claim, liability, obligation, loss, damage, cost and expense are caused by or result from the negligent or intentional act or omission of the District and its officers, agents, and employees.

10. **POST RESPONSE RESPONSIBILITY.** Upon completion of the rendering of assistance, such assistance and help as is necessary will be rendered by the parties to locate and return any items of equipment to the agency owning said equipment. All equipment and personnel used under the terms of this Agreement shall be returned to the Responding Party upon being released by the Requesting Party, or upon demand being made by the Responding Party for return of said equipment and personnel.

11. **CONTINUOUS QUALITY IMPROVEMENT (CQI) / QUALITY ASSURANCE (QA) PROGRAM.** Each party agrees that it will utilize the CQI/QA medical oversight procedures established by its respective Emergency Medical Services Agency for the purpose of assessing areas of improvement required when assisting the other party.

12. **COMPENSATION AND REIMBURSEMENT.**

A. Each party agrees that it will not seek from the other party compensation for services rendered under this Agreement for the first 4 hours of making the initial assistance request under Section 2 above. Should services be extended beyond 4 hours, the Responding Party has the authority to seek compensation and reimbursement with the Requesting Party for equipment, materials, supply and staff in accordance with the provisions contained within the most current version of the Agreement for Local Government Fire and Emergency Assistance to the State of California and Federal Fire Agencies, commonly referred to as the California Fire Assistance Agreement. Each party hereto shall at all times be responsible to its own employees for the payment of wages, including overtime, as well as insurance, retirement, and other applicable benefits and other compensation and for carrying workers' compensation insurance coverage upon said employees. The Responding Party shall be compensated by the Requesting Party at replacement cost for property and equipment which is damaged or lost due to use in the incident. All claims for compensation and/or reimbursement must be presented to the Requesting Party within sixty (60) calendar days following the last day of assistance rendered by the

Responding Party; however, nothing herein prohibits the Responding Party from waiving any claim for compensation and/or reimbursement.

- B. Each party agrees that for the purpose of recovering costs associated with ground ambulance transport services that the agency providing this service may invoice and seek recovery of all costs against the individual party who received this service as it deems necessary. Both parties agree to hold the other harmless in this cost recovery effort.
13. **INSURANCE.** The parties hereto are public entities. Each party agrees to maintain adequate health, liability, property, automobile and workers' compensation insurance coverage, or evidence of self-insurance consistent with the foregoing, for its own equipment and personnel.
14. **PRE-INCIDENT PLANNING.** The Commanding Officers of the parties may, from time to time, mutually establish pre-incident plans which shall indicate the types of and locations of potential problems areas where emergency assistance may be needed, the type of equipment that should be dispatched under such circumstances, the number of personnel that should be dispatched under such circumstances and the training to be conducted to ensure efficient operations. Such plans shall take into consideration the proper protection to be provided by the Responding Party within its own geographical jurisdiction.
15. **TERMINATION.** This Agreement may be terminated by either of the parties hereto by giving thirty (30) days' notice in writing of such termination to the signatories of this Agreement, or their successors and assigns, of the other party.
16. **AGREEMENT NOT EXCLUSIVE.** This Agreement is not intended to be exclusive as between parties hereto.
17. **NO THIRD PARTY BENEFICIARY.** This Agreement is for the sole benefit of the parties hereto and no person or entity not a party to this Agreement may claim any rights or benefit, or be deemed or adjudicated to be a third party beneficiary, under this Agreement.
18. **WAIVER.** In the event that either party shall at any time or times waive any breach of this Agreement by the other, such waiver shall not constitute a waiver of any other or succeeding breach of this Agreement, whether of the same or any other covenant, condition or obligation. Waiver shall not be deemed effective until and unless signed by the waiving party.
19. **SEVERABILITY.** If any portion of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

20. **VENUE.** This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in a state court in the County of Sacramento.
21. **ATTORNEY'S FEES.** In any litigation, arbitration or any other proceeding where the City seeks to enforce any provision of this Agreement, or seeks a declaration of the rights and obligations of the parties, the prevailing party shall be awarded reasonable attorneys' fees, together with any costs and expenses incurred to resolve the dispute and to enforce any provision of this Agreement.
22. **AMENDMENT.** This Agreement shall not be amended, modified, or otherwise changed unless in writing and signed by both parties hereto.
23. **SUCCESSORS AND ASSIGNS.** This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the respective parties hereto.
24. **INTEGRATION.** This Agreement constitutes the entire understanding and agreement of the parties and supersedes all previous and/or contemporaneous understanding or agreement between the parties with respect to all or any part of the subject matter hereof.
25. **AUTHORITY TO EXECUTE.** The person or persons executing this Agreement on behalf of the parties hereto warrants and represents that he/she/they has/have the authority to execute this Agreement on behalf of their entity and has/have the authority to bind their party to the performance of its obligations hereunder.
26. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts with each counterpart being deemed an original. No counterpart shall be deemed to be an original or presumed delivered unless and until the counterparts executed by the other parties hereto are in the physical possession of the party or parties seeking enforcement thereof.

IN WITNESS WHEREOF, the parties acknowledge their agreement to the above covenants, terms, conditions and obligations, by execution of this Agreement by their duly authorized representatives whose signatures appear below.

Dated: _____, 2016

El Dorado County Emergency Services Authority

Marty Hackett, Executive Director

Signatures on behalf of the City of Folsom:

CITY OF FOLSOM, A Municipal Corporation:

_____	_____
Date	Evert W. Palmer, City Manager

ATTEST:

FUNDING AVAILABLE:

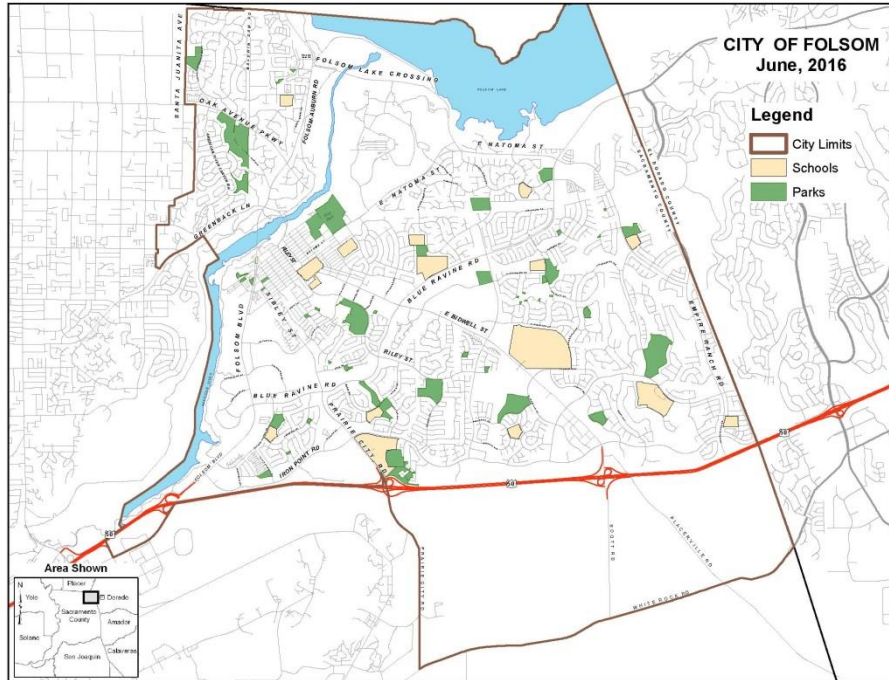
_____	_____	_____	_____
Christa Saunders, City Clerk	Date	James W. Francis, Finance Director	Date

ORIGINAL APPROVED AS TO CONTENT:

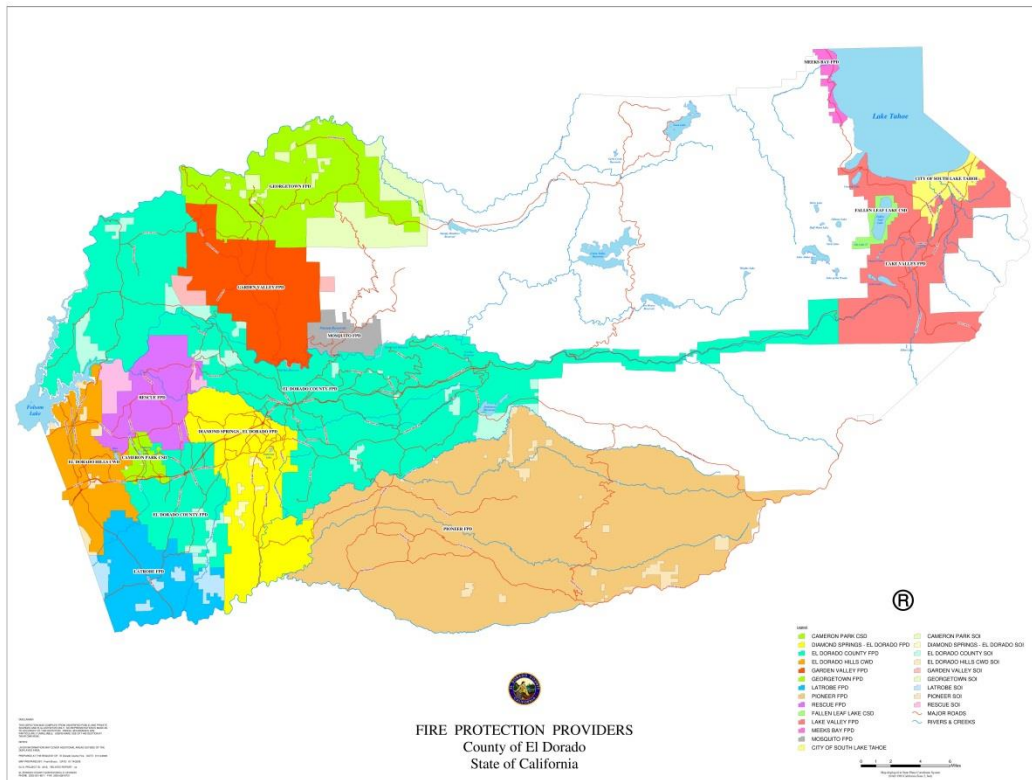
ORIGINAL APPROVED AS TO FORM:

_____	_____	_____	_____
Ronald A. Phillips, Fire Chief	Date	Steven Wang, City Attorney	Date

Exhibit A Area of Coverage



City of Folsom



El Dorado County Emergency Services Authority

CSA 7 Revenue and Expenditures FY 16 - 17 (as of Nov 30, 2016)

1 2 3 4 5 6 7 8 9 10 11 12

ACCOUNT DESCRIPTION	FY 16-17 ACTUAL REVENUE - 408210												ESTIMATED REVENUE	TOTAL ACTUAL REVENUE	% OF REV	
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN				
100 to 150-Property Tax	\$ -	\$ 2,988	\$ 50,621	\$ 114,749	\$ 179,009	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,095,709	\$ 347,367	11%
175-Special Tax	\$ -	\$ 2,418	\$ 2,644	\$ 62,545	\$ 100,606	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,756,371	\$ 168,213	10%
360-Penalty	\$ -	\$ 523	\$ 515	\$ 1,041	\$ 998	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,687	\$ 3,077	29%
400-Interest	\$ 3,143	\$ 3,746	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,211	\$ 6,889	34%
820-State: HOPTR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,000	\$ 0	0%
1686-Ambulance Svcs	\$ 498,933	\$ 396,222	\$ 550,952	\$ 86,544	\$ 356,356	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,129,672	\$ 1,889,007	31%
1940-Misc. Rev/Miwok	\$ 10,000	\$ (10,000)	\$ -	\$ 48,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 248,000	124%
TOTAL PER MONTH	\$512,076	\$395,897	\$604,732	\$312,879	\$836,969	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,241,650	\$2,662,553	24%

DESCRIPTION	FY 16-17 ACTUAL EXPENDITURES - 871000 through 877000												ESTIMATED BUDGET	YTD ACTUAL EXPENDITURE	% OF EXP	
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN				
871000 - JPA														\$ 3,993,608	\$ 67,464	2%
3000	\$ 10,988	\$ 13,949	\$ 14,269	\$ 13,949	\$ 14,269	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 626,158	\$ 67,424	11%
4000	\$ 14,177	\$ 80,108	\$ 28,897	\$ 43,144	\$ 310,784	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,557,450	\$ -	0%
6000	\$ -	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 810,000	\$ 40	0%
872000 - EDC														\$ 3,856,847	\$ 1,233,200	32%
3000	\$ 247,938	\$ 378,397	\$ 285,606	\$ 89,399	\$ 216,154	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,776,847	\$ 1,217,494	32%
4000	\$ -	\$ 3,990	\$ -	\$ 531	\$ 11,185	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 15,706	20%
873000 - DS														\$ 1,185,321	\$ 373,318	31%
3000	\$ 79,536	\$ 78,249	\$ 49,441	\$ 87,226	\$ 78,237	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,165,321	\$ 372,689	32%
4000	\$ -	\$ -	\$ 204	\$ -	\$ 425	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 629	3%
874000 - GT														\$ 1,035,878	\$ 418,812	40%
3000	\$ 141,663	\$ 79,541	\$ 69,495	\$ 60,469	\$ 62,527	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,015,878	\$ 413,695	41%
4000	\$ -	\$ 2,584	\$ 2,332	\$ -	\$ 201	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 5,117	26%
875000 - CP														\$ 1,106,197	\$ 202,861	18%
3000	\$ -	\$ -	\$ -	\$ -	\$ 193,347	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,086,197	\$ 193,347	18%
4000	\$ -	\$ -	\$ -	\$ -	\$ 9,514	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 9,514	48%
877000 - EDH														\$ 890,126	\$ -	0%
3000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 869,526	\$ -	0%
4000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,600	\$ -	0%
JPA Expense Subtotals	\$ 494,302	\$ 636,858	\$ 450,244	\$ 294,718	\$ 896,643	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,067,977	\$ 3,111,587	26%
YEAR END TOTALS	Quarter 1			Quarter 2			Quarter 3			Quarter 4			ESTIMATED	ACTUAL		
REVENUE	\$512,076	\$395,897	\$604,732	\$312,879	\$836,969	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,241,650	\$2,662,553	
JPA EXPENSE	\$494,302	\$636,858	\$450,244	\$294,718	\$896,643	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,067,977	\$3,111,587	
Difference	\$17,774	(\$240,961)	\$154,488	\$18,161	(\$59,674)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$826,327)	-\$449,034	

**CSA 7 West Slope - Service Contractor is WS JPA
5 Year Forecast
Revenue and Expenditure Projections**

Year-by-year percentage changes					Year 1	Year 2	Year 3	Year 4	Year 5
FUND 12-157-001	Actuals FY 2012-13	Actuals FY 2013-14	Actuals FY 2014-15	Actuals FY 2015-16	Estimated FY 2016-17	Estimated FY 2017-18	Estimated FY 2018-19	Estimated FY 2019-20	Estimated FY 2020-21
Year-by-year Revenues and Expenditures									
Revenue					* Projected taxes at 4% increase based on CAO's projection.				
Property Tax (s/o 0100 - 0150)*	2,507,074	2,589,353	2,752,074	2,871,286	2,986,100	3,105,500	3,229,700	3,358,900	3,493,300
Special Tax (s/o 0175)	1,622,148	1,623,522	1,623,863	1,644,135	1,619,200	1,684,000	1,751,400	1,821,500	1,894,400
Ambulance Fees (s/o 1686)	6,134,571	6,161,871	5,926,120	7,207,391	6,874,800	6,874,800	6,874,800	6,874,800	6,874,800
Interest (s/o 0400)	16,710	19,461	24,200	35,829	38,000	33,500	32,300	30,100	26,900
Penalty & Fine Delinquent Taxes (s/o 0360)	14,766	13,815	11,835	10,541	10,500	10,500	10,500	10,500	10,500
State: HOPTR (s/o 0820)	28,312	28,111	28,301	28,551	28,600	28,600	28,600	28,600	28,600
Total Operating Revenues	\$ 10,323,581	\$ 10,436,133	\$ 10,366,393	\$ 11,797,733	\$ 11,557,200	\$ 11,736,900	\$ 11,927,300	\$ 12,124,400	\$ 12,328,500
One Time Revenues and Unknown Contractual Revenues									
JPA Index Revenue Offsets (Workers Comp, Ins Reimb, etc)	-	245,854	224,496	40,673	-	-	-	-	-
Medi-Care Payment from the Prior Fiscal Year	640,000	-	-	-	-	-	-	-	-
JPA Audits	160,855	-	-	-	-	-	-	-	-
Miwok Tribe Revenue (s/o 1940)	-	583,857	377,969	304,000	392,000	300,000	300,000	300,000	300,000
Revenue Offset from Ambulance Billing	2,257	2,727	(2,727)	2,602	-	-	-	-	-
Sale of Fixed Asset (2000)	-	-	-	5,210	-	-	-	-	-
Total Revenue	\$ 11,126,693	\$ 11,268,571	\$ 10,966,131	\$ 12,150,218	\$ 11,949,200	\$ 12,036,900	\$ 12,227,300	\$ 12,424,400	\$ 12,628,500
Expenditures									
WS JPA Base Funding with Capital Assets	10,435,592	10,049,404	10,480,657	11,148,001	12,068,000	11,595,700	11,943,600	12,301,900	12,671,000
Ambulance Billing Index (CSA 7 Share)	404,808	409,303	463,441	541,242	560,700	567,500	574,300	581,100	587,900
CSA 7 Professional Service Contracts	171,430	261,259	54,643	62,473	64,300	66,200	68,200	70,200	72,300
CSA 7 Other Costs -Printing, BOS, Collections, etc.	32,053	57,483	28,947	20,129	20,700	21,300	21,900	22,600	23,300
Total Operating Expenditures	\$ 11,043,883	\$ 10,777,449	\$ 11,027,688	\$ 11,771,845	\$ 12,713,700	\$ 12,250,700	\$ 12,608,000	\$ 12,975,800	\$ 13,354,500
Expenditure Offset from Ambulance Billing	2,357	586	(2,725)	2,601	-	-	-	-	-
Total Expenditures	\$ 11,046,240	\$ 10,778,035	\$ 11,024,963	\$ 11,774,446	\$ 12,713,700	\$ 12,250,700	\$ 12,608,000	\$ 12,975,800	\$ 13,354,500
Variance (Surplus/(Deficit))	\$ 80,453	\$ 490,536	\$ (58,832)	\$ 375,772	\$ (764,500)	\$ (213,800)	\$ (380,700)	\$ (551,400)	\$ (726,000)
CSA 7 Fund Balance at 07/01 (including adjustments in the Increase/(Use) of Fund Balance	\$ 5,639,110	\$ 5,719,563	\$ 6,210,099	\$ 6,151,267	\$ 6,527,039	\$ 5,762,539	\$ 5,548,739	\$ 5,168,039	\$ 4,616,639
Fund Balance at 6/30	\$ 5,719,563	\$ 6,210,099	\$ 6,151,267	\$ 6,527,039	\$ 5,762,539	\$ 5,548,739	\$ 5,168,039	\$ 4,616,639	\$ 3,890,639
Fund Balance in Budget Reserve	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
Fund Balance - Unreserved	\$ 2,719,563	\$ 3,210,099	\$ 3,151,267	\$ 3,527,039	\$ 2,762,539	\$ 2,548,739	\$ 2,168,039	\$ 1,616,639	\$ 890,639
CSA 7 Total Fund Balance	\$ 5,719,563	\$ 6,210,099	\$ 6,151,267	\$ 6,527,039	\$ 5,762,539	\$ 5,548,739	\$ 5,168,039	\$ 4,616,639	\$ 3,890,639

Notes:

- 1) Ambulance fee forecast calculated based on projection of FY 16/17, straight line using July-Oct 2016 actual and 4% increase thereafter.
- 2) Revenue received from Miwok contract estimated to include base contract amount plus an additional 50 trips for FY 17-18, FY 16-17 based on straight line for July-Sept 2016 actual
- 3) Projected taxes at 4% increase based on CAO's projection.
- 4) Projected WS JPA Base Funding starting FY 17-18 based on May 2016 JPA budget, increasing 3% annually less the \$810K Fixed Asset request

FY 17-18 Preliminary Budget - Providers - Draft 2

Class 30: Wages/Benefits	JPA 2017-18 Projection	CP 2017-18 Projection	DS 2017-18 Projection	EDCF 2017-18 Projection	EDH 2017-18 Projection	GT 2017-18 Projection	TOTALS	Variance Explanation or Comments
3000 Reg. Employees	169,877.00	1,100,000.00	504,000.00	2,604,597.20	423,285.21	480,000.00	5,281,759.41	
3001 Extra Help	-	-	5,000.00	-	-	40,000.00	45,000.00	
3002 Overtime	-	-	99,000.00	342,499.20	106,943.26	120,000.00	668,442.46	
3004 Other Comp	1,600.00	-	3,200.00	-	4,800.00	-	9,600.00	
3020 Retirement	-	-	165,000.00	760,600.52	178,985.05	201,000.00	1,305,585.57	
3021 Social Security	10,500.00	-	40,000.00	500.00	-	4,400.00	55,400.00	
3022 Medicare	2,500.00	-	9,000.00	40,000.00	7,688.31	7,300.00	66,488.31	
3040 Health Ins.	-	-	105,000.00	531,640.00	120,750.00	72,000.00	829,390.00	
3041 Fed. Unempl.	1,900.00	-	-	-	1,390.10	1,700.00	4,990.10	
3042 Disability Ins.	-	-	1,800.00	8,000.00	1,852.20	1,600.00	13,252.20	
3043 Deferred Comp.	-	-	17,000.00	-	-	25,000.00	42,000.00	
3044 Vision Insurance	-	-	-	-	14,400.00	2,000.00	16,400.00	
3046 Retiree Health (OPEB)	-	-	63,117.00	186,866.00	80,000.00	79,677.00	409,660.00	CP - Accounted for under s/o 3000
3060 Workers' Comp	1,500.00	-	66,000.00	152,320.00	67,494.68	20,000.00	307,314.68	
3080 Life/Flexible Benefits	-	-	700.00	-	1,267.72	-	1,967.72	
CLASS 30: TOTALS	\$187,877.00	\$1,100,000.00	\$1,078,817.00	\$4,627,022.92	\$1,008,856.53	\$1,054,677.00	\$9,057,250.45	
Class 40: Serv/Supplies	JPA 2017-18 Projection	CP 2017-18 Projection	DS 2017-18 Projection	EDCF 2017-18 Projection	EDH 2017-18 Projection	GT 2017-18 Projection	TOTALS	Variance Explanation or Comments
4020 Clothing	-	-	1,000.00	-	-	750.00	1,750.00	
4021 Fire Turnouts	500.00	6,800.00	6,500.00	25,750.00	4,326.00	6,200.00	50,076.00	
4022 Uniforms	100.00	-	1,000.00	16,800.00	-	6,000.00	23,900.00	
4040 Communications	1,210,000.00	-	-	-	-	-	1,210,000.00	
4060 Inservice Food	260.00	-	-	250.00	-	-	510.00	
4080 Household Exp.	200.00	3,600.00	-	6,000.00	-	25.00	9,825.00	
4085 Refuse Disposal	270.00	-	-	-	-	-	270.00	
4087 Extermination	-	-	-	-	-	-	-	
4100 Insurance	30,000.00	-	-	-	-	-	30,000.00	
4140 Maint: Equip.	10,000.00	-	-	-	4,326.00	-	14,326.00	
4141 Maint: Office Equip	-	-	-	-	-	-	-	
4142 Maint: Radio	3,000.00	-	-	-	-	-	3,000.00	
4143 Maint: Service Contract	-	-	-	-	-	-	-	
4145 Maint: Equip. Prts	400.00	-	-	-	-	1,200.00	1,600.00	
4160 Vehicle Maint	90,000.00	-	-	-	-	-	90,000.00	
4161 Vehicle Maint: Parts Direct	-	-	-	-	-	-	-	
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	-	-	-	-	-	-	-	
4197 Maint. Bldg Supplies	200.00	-	-	-	-	-	200.00	
4200 Medical Supplies	460,000.00	-	-	-	-	-	460,000.00	
4220 Memberships	25.00	-	-	-	-	1,000.00	1,025.00	
4240 Misc. Expense	600.00	-	-	-	1,622.25	-	2,222.25	
4260 Office Expense	3,000.00	1,500.00	1,000.00	1,000.00	1,622.25	1,000.00	9,122.25	
4261 Postage	900.00	-	-	-	-	-	900.00	
4162 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	-	-	-	-	1,200.00	71,200.00	
4304 Admin Fees	160,000.00	-	-	-	-	-	160,000.00	
4308 External Data Svcs	-	-	-	-	-	-	-	
4324 Medical	-	-	-	-	2,163.00	650.00	2,813.00	
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	5,000.00	540.75	500.00	17,040.75	
4462 Equip: Computers	15,000.00	-	3,000.00	6,000.00	1,081.50	1,000.00	26,081.50	
4463 Equip:Telephone & Radio	400.00	-	-	-	-	-	400.00	
4500 Special Dept Exp	500.00	-	-	-	-	-	500.00	
4502 Educ Materials	-	-	500.00	-	-	-	500.00	
4503 Staff Development(1099)	-	-	-	-	-	800.00	800.00	
4529 Software License	1,800.00	-	-	-	-	-	1,800.00	
4540 Staff Development	32,000.00	3,600.00	3,000.00	19,200.00	8,652.00	2,000.00	68,452.00	
4600 Transport/Travel	-	500.00	1,000.00	-	540.75	100.00	2,140.75	
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	\$2,627,450.00	\$20,000.00	\$20,000.00	\$80,000.00	\$24,874.50	\$23,925.00	\$2,796,249.50	
Class 60: Fixed Assets	JPA 2017-18 Projection	CP 2017-18 Projection	DS 2017-18 Projection	EDCF 2017-18 Projection	EDH 2017-18 Projection	GT 2017-18 Projection	TOTALS	Variance Explanation or Comments
6040 Fixed Assets	465,000.00	-	-	-	-	-	465,000.00	
Class 60 Total	\$465,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$465,000.00	
Budget Totals	JPA 2017-18 Projection	CP 2017-18 Projection	DS 2017-18 Projection	EDCF 2017-18 Projection	EDH 2017-18 Projection	GT 2017-18 Projection	TOTALS	Variance Explanation or Comments
Class 30: Wages/Benefits	187,877.00	1,100,000.00	1,078,817.00	4,627,022.92	1,008,856.53	1,054,677.00	9,057,250.45	
Class 40: Serv/Supplies	2,627,450.00	20,000.00	20,000.00	80,000.00	24,874.50	23,925.00	2,796,249.50	
Class 60: Fixed Assets	465,000.00	-	-	-	-	-	465,000.00	
Totals	\$3,280,327.00	\$1,120,000.00	\$1,098,817.00	\$4,707,022.92	\$1,033,731.03	\$1,078,602.00	\$12,318,499.95	

FY 17-18 Preliminary Budget - Non-Providers - Draft 2

Class 30: Wages/Benefits	GV 2017-18 Projection	MOS 2017-18 Projection	PIO 2017-18 Projection	RES 2017-18 Projection	CAL FIRE ECC 2017-18 Projection	TOTALS	Variance Explanation or Comments
3000 Reg. Employees	-	-	-	-	1,027,405.00	1,027,405.00	
3001 Extra Help	-	-	-	-	-	-	
3002 Overtime	-	-	-	-	-	-	
3004 Other Comp	-	-	-	-	-	-	
3020 Retirement	-	-	-	-	-	-	
3021 Social Security	-	-	-	-	-	-	
3022 Medicare	-	-	-	-	-	-	
3040 Health Ins.	-	-	-	-	-	-	
3041 Fed. Unempl.	-	-	-	-	-	-	
3042 Disability Ins.	-	-	-	-	-	-	
3043 Deferred Comp.	-	-	-	-	-	-	
3044 Vision Insurance	-	-	-	-	-	-	
3046 Retiree Health	-	-	-	-	-	-	
3060 Workers' Comp	-	-	-	-	-	-	
3080 Life/Flexible Benefits	-	-	-	-	-	-	
CLASS 30: TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$1,027,405.00	\$1,027,405.00	
Class 40: Serv/Supplies	GV 2017-18 Projection	MOS 2017-18 Projection	PIO 2017-18 Projection	RES 2017-18 Projection	CAL FIRE ECC 2017-18 Projection	TOTALS	Variance Explanation or Comments
4020 Clothing	-	-	-	-	-	-	
4021 Fire Turnouts	-	-	-	-	-	-	
4022 Uniforms	-	-	-	-	4,408.00	4,408.00	
4040 Communications	-	-	-	-	-	-	
4060 Inservice Food	-	-	-	-	-	-	
4080 Household Exp.	-	-	-	-	-	-	
4085 Refuse Disposal	-	-	-	-	-	-	
4087 Extermination	-	-	-	-	-	-	
4100 Insurance	-	-	-	-	-	-	
4140 Maint: Equip.	-	-	-	-	-	-	
4141 Maint: Office Equip	-	-	-	-	-	-	
4142 Maint: Radio	-	-	-	-	-	-	
4143 Maint: Service Contract	-	-	-	-	-	-	
4145 Maint: Equip. Prts	-	-	-	-	-	-	
4160 Vehicle Maint	-	-	-	-	-	-	
4161 Vehicle Maint: Parts Direct	-	-	-	-	-	-	
4162 Veh Maint:Sup	-	-	-	-	-	-	
4164 Veh Maint: Tires	-	-	-	-	-	-	
4165 Veh Maint: Oils	-	-	-	-	-	-	
4180 Maint: Bldg/Imp	-	-	-	-	-	-	
4182 Structures Maint	-	-	-	-	-	-	
4197 Maint. Bldg Supplies	-	-	-	-	-	-	
4200 Medical Supplies	5,000.00	2,500.00	5,000.00	5,000.00	-	17,500.00	
4220 Memberships	-	-	-	-	200.00	200.00	Non-contract item
4240 Misc. Expense	-	-	-	-	-	-	
4260 Office Expense	-	-	-	-	-	-	
4261 Postage	-	-	-	-	-	-	
4162 Software	-	-	-	-	-	-	
4263 Subscriptions	-	-	-	-	200.00	200.00	Non-contract item
4266 Printing	-	-	-	-	-	-	
4300 Professional Serv	-	-	-	-	3,000.00	3,000.00	Non-contract item
4304 Admin Fees	-	-	-	-	130,630.00	130,630.00	
4308 External Data Svcs	-	-	-	-	-	-	
4324 Medical	-	-	-	-	-	-	
4400 Publicat/Legal	-	-	-	-	-	-	
4420 Rent/Lease/Equip	-	-	-	-	-	-	
4440 Rent/Lease/Bldg	-	-	-	-	-	-	
4460 Equip: Sm Tool	-	-	-	-	-	-	
4461 Equipment: Minor	-	-	-	-	5,000.00	5,000.00	Non-contract item
4462 Equip: Computers	-	-	-	-	3,000.00	3,000.00	
4463 Equip:Telephone & Radio	-	-	-	-	-	-	
4500 Special Dept Exp	-	-	-	-	-	-	
4502 Educ Materials	-	-	-	-	-	-	
4503 Staff Development(1099)	-	-	-	-	-	-	
4529 Software License	-	-	-	-	6,000.00	6,000.00	Non-contract item
4540 Staff Development	2,500.00	2,500.00	2,500.00	2,500.00	7,400.00	17,400.00	
4600 Transport/Travel	-	-	-	-	3,000.00	3,000.00	
4602 Mile Emp Prv Auto	-	-	-	-	-	-	
4606 Fuel Purchases	-	-	-	-	-	-	
4620 Utilities	-	-	-	-	1,080.00	1,080.00	
CLASS 40: SUBTOTALS	\$7,500.00	\$5,000.00	\$7,500.00	\$7,500.00	\$163,918.00	\$191,418.00	
Class 60: Fixed Assets	GV 2017-18 Projection	MOS 2017-18 Projection	PIO 2017-18 Projection	RES 2017-18 Projection	CAL FIRE ECC 2017-18 Projection	TOTALS	Variance Explanation or Comments
6040 Fixed Assets	-	-	-	-	-	-	
Class 60 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Budget Totals	GV 2017-18 Projection	MOS 2017-18 Projection	PIO 2017-18 Projection	RES 2017-18 Projection	CAL FIRE ECC 2017-18 Projection	TOTALS	Variance Explanation or Comments
Class 30: Wages/Benefits	-	-	-	-	1,027,405.00	1,027,405.00	
Class 40: Serv/Supplies	7,500.00	5,000.00	7,500.00	7,500.00	163,918.00	191,418.00	
Class 60: Fixed Assets	-	-	-	-	-	-	
Totals	\$7,500.00	\$5,000.00	\$7,500.00	\$7,500.00	\$1,191,323.00	\$1,218,823.00	



El Dorado County Fire Prevention Officer's Association

501 Main Street, Diamond Springs, CA 95619

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

Agenda

November 17, 2016 9:00 am

Station 49 Conference Room

Meeting Call to Order

Roll Call: Sign In

Pledge of Allegiance

Approval of Minutes: Approval of Minutes from October 2016 meeting.

Approval of Agenda

Treasurer's Report – Balance \$3,315.61

Correspondence or Communications

Agency Reports

El Dorado County Development Services

El Dorado County Transportation Division

El Dorado Irrigation District

Cal Fire

Fire Districts

Fire Safe Council

US Forest Service

Committee Reports

1. Education
 - a. Fire Prevention 3A Hydraulics – December 5th thru 9th, 2016, 8:30 to 5:30, 1500 Bollinger Canyon Road, San Ramon, Instructor: Patrick Chew, Cost: \$475 Norcal/Calbo Members or \$500 Non-members. To register email lindsayc@firepreventionofficers.org or call 916-442-0307
2. Fire Investigation Task Force

New Business

1. Log Storage Areas and CFC 304.1.1
2. December Meeting

Old Business

1. Fire Code Adoption Update

Good of the Order

Next Meeting: TBD

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

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

UPCOMING EVENTS:

- Santa Visits – December 13, 14, 15 & 19 – at individual homes from approximately 6:30pm to 9:30pm.
- Sacramento Jazz Orchestra – December 14 – Community Center – doors open at 6pm, music starts at 7pm.
- Free Movie Night – January 6 – Community Center. Movie “Finding Dory” – doors open at 6pm, movie starts at 6:30pm. \$1 food available – hot dogs, popcorn, ice cream and drinks.
- Concert – Doubletake – January 21 – Community Center. A tribute band performing tributes to Elvis, the Everly Brothers and Buddy Holly. Doors open at 6pm, music starts at 7pm.

WEBSITE/NEWSLETTER

- Google Analytics – old website compared to new – please find the audience overview information from the date range of October 30 to November 29, 2015 and October 30 to November 29, 2016. Attachment A.
- The October newsletter for 2015 was sent out to 3,269 recipients through Mailchimp. The 2016 October newsletter was sent out to 3,474 recipients through Mailchimp. This is an increase of approximately 6%.

COMMUNITY YARD SALE & MOMMY MARKET: Activity reports from these events attached - Attachment B

HALLOWEEN CARNIVAL/PUMPKIN PATCH: Activity report from this event attached - Attachment C

NEW UPCOMING PROGRAMS:

December – Social Security Class, January – Boys & Girls Gymnastics classes, Beginning Tap Class, Zumba for Kids and parents, Indoor Tennis Lessons, Bicycle classes, and Chalk Style Painting Basics Class.

MARKETING:

- Recreation staff is spending a minimum of 15 minutes a day interacting through social media to promote programs and events within the community.
- As of December 13, 2016, there are 1,210 (30 more than November) page “Likes” on Facebook and 666 (7 more than November) followers on Twitter.
- Please find some of the PSAs of the recent events and activities held in November.
- Please find the MailChimp campaign information from the email newsletter for December.

MEETINGS/TRAINING:

- November 10 – Attended NCAMA (Northern California Aquatic Management Association) Meeting. Topics included Lunch N Learn, upcoming surveys – currently compiling and will receive results once completed, Red Cross Report (updates are scheduled on lifeguard training classes) and a presentation by Jay Showalter from City of West Sacramento.
- November 19 – Staff attended the Just Serve Dinner held at the LDS Hacienda Church to receive a Community Services Award on behalf of the CSD. Various groups were recognized and each were presented a framed award. The CSD utilizes the Just Serve Group as event support (volunteers for 5 to 6 events a year) and at the parks for beautification projects. List of recipients – Attachment D and Award received – Attachment E

**Cameron Park Community Services District
Facility Report November 2016**

COMMUNITY CENTER:

November rental activities included:

- Straightline Roofing Customer Appreciation Dinner
- 1 Memorial
- El Dorado County Elections
- Financial Education Seminar
- Renaissance Society Lectures

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

	2013/14 Facility Rentals July 2013- June 2014	number of rentals	2014/15 Facility Rentals July 2014- June 2015	number of rentals	2015/16 Facility Rentals July 2015- June 2016	number of rentals	2016/17 Facility Rentals July 2016- June 2017	number of rentals
July	\$1,038.31	11	\$2,012.35	25	\$4,880.35	25	\$3,387.76	19
August	\$1,187.82	12	\$2,728.10	27	\$4,952.91	22	\$2,522.85	21
September	\$3,945.76	14	\$3,569.26	24	\$8,013.45	26	\$1,665.51	18
October	\$1,573.32	12	\$4,665.70	20	\$11,728.00 **	32	\$7,485.51	24
November	\$3,447.16	14	\$3,579.76	18	\$4,352.96	29	\$3,205.96	18
	\$11,192.37	63	\$16,555.17	114	\$33,927.67	134	\$18,267.59	100

November 2015

Reservation Types –

November 2016

- 17 Meetings
- 3 Training
- 1 Coaches Appreciation Dinner
- 1 Kitchen use with Dinner
- 4 Parties – baby shower, reunion
- 1 Kitchen use with baby shower
- 1 Customer Appreciation Dinner
- 1 Kitchen use with Dinner

- 12 Meetings
- 1 Memorial
- 1 Kitchen use with Memorial
- 1 Customer Appreciation Dinner
- 1 Kitchen use with Dinner
- 2 Events

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

Please note 5% increase from 2014/15 would be \$17,383 for 2015/16, a 5% increase from 2015/16 would be \$18,252. We are tracking our 5% facility increase goal.

the 10 spot

Veterans Day Events

Whether you or someone you know is a veteran, or you simply want to pay your respects to the men and women who bravely fought for our freedom, the surrounding region is full of events in honor of Veterans Day.

1. Wayne Spence Folsom Veterans Day Parade.

November 11. This 16th annual parade begins at 9 a.m. at East Bidwell Street/Montrose Drive and finishes at the Folsom Community Center. A brief memorial ceremony will follow at the Veterans Memorial at Folsom City Lions Park. folsom.ca.us/city_hall/depts/parks/events/events/parade.asp

2. Vietnam War Pilots and Crew Commemoration.

November 11. Head to Mather Air Base and honor all Californians who served as pilots or crewmembers during the Vietnam War with a fly-in of the UH-1H Huey and AH-1 Cobra accompanied by a plaque dedication. calvet.ca.gov/pages/vietnamwarpilotsandcrewcommemoration.asp

3. Veterans Day Ceremony. November 11. Remember veterans and honor the missions of the United States Naval Construction Forces (Seabees) at the Memorial Plaza in Rancho Cordova. Pre-program begins at 9:30 a.m. followed by the commemoration at 10 a.m. cityofranchocordova.org

4. Blues and Brews for Vets. November 5. Celebrate and honor our veterans, active service and fallen heroes at Lakehills Church in El Dorado Hills beginning at 7 p.m. edhblues.com

5. Veterans Day Ceremony. November 11. Friends of the El Dorado County Veterans Monument are sponsoring this annual ceremony at 360 Fair Lane in Placerville beginning at 11 a.m. 916-933-8860

6. Veterans Day Parade. November 11. American Legion Post 108 is hosting their annual parade in Downtown Jackson at 10 a.m. 209-296-4438

7. Ruck March. November 10-11. Enjoy two days with fellow veterans, military and supporters as you march from the State Capitol to various checkpoints that eventually lead participants to San Francisco. ruckfor22.org/events

8. Veterans Day Parade, Community Ceremony and Luncheon. November 11. Beginning at 10:50 a.m. at the corner of Lincoln Way and Cleveland Street in Auburn, and ending at the Gold Country Fairgrounds, this annual parade is followed by a complimentary luncheon and "Proud To Be An American" celebration. auburnveteransparade.org

9. 241st Marine Corps Birthday Ball. November 10. Active duty, veterans, families and the public are invited to this ball, held at the Folsom Community Center beginning at 5 p.m. Guests will enjoy no-host cocktails, dinner by Wildwood BBQ and dancing. usmcfolsom.org

10. Veterans Day Parade. November 11. This sixth annual parade begins at 11 a.m. along Capitol Avenue (3rd Street) in Downtown Sacramento and concludes at 9th Street. 916-808-6789

— Compiled by Tara Mendanha

Cameron Park Community Services District Holiday Happenings



Looking to buy something special for that hard-to-shop-for person on your holiday list? Head to the annual **Old-Fashioned Christmas Craft Faire** on November 19 at the Community Center (2502 Country Club Drive) from 10 a.m. to 4 p.m. and peruse (or purchase) a large selection of handmade gifts from 60-plus vendors. Admission is free.

Youth basketball signups are currently taking place—don't miss out on this year's season! There's also a need for volunteer coaches. A **Thanksgiving Volleyball Camp** (ages 6-12) on November 21-23 runs from 9 a.m. to noon. One-day **futsal clinics** on November 27 are open to ages 6-10 (2-3:30 p.m.) and 11-15 (3:30-5 p.m.).

Several classes are available for youth, teens and adults including **gymnastics, ballet, tap, jazz, sewing, gardening, guitar, Zumba, yoga** and **jewelry making**. A **"Bird Identification"** class on November 12 from 8-11 a.m. coincides with the end of the fall migration.

Events for mature adults include a **free lunch** from Ponte Palmero on November 2 at noon (call to reserve your spot), **bingo** on November 8 from 1-3 p.m. and a **Game Day** on November 22 from 10 a.m. to noon. The **50+ Room** is open on Tuesdays and Thursdays from 10 a.m. to 4 p.m. and features various activities, games, seminars and more.

Learn some new culinary skills and have fun doing it at an **"Ultimate Truffle-Making"** class on November 5 and **"Cooking with Kids"** class.

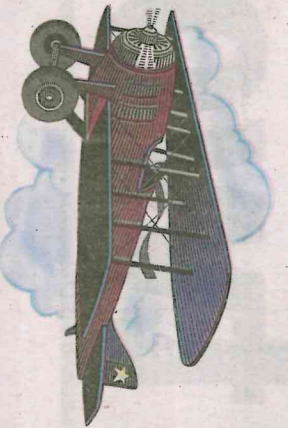
Save the date for the **Holiday Kickoff** event on December 3, which features a **5K Fun Run/Walk** that begins and ends at the Cameron Park Community Center and concludes with the Cameron Park Fire Department Explorer Post 89's **Pancake Breakfast**, which runs until noon.

Are you looking for a place to hold an event or holiday party? Come check out the **Community Center**—it's the perfect venue for a celebration!

— 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.

THE CAMERON PARK



Get the blues
■ Tia Carroll headlines the upcoming Blues and Brews celebration.

SPOTLIGHT, B1

NOVEMBER 1, 2016

**MORE
INSIDE**



**HOLIDAY FUN IS
JUST AROUND
THE CORNER**

Cameron Park hosts many holiday-themed events in November and December, keeping everyone in good spirits.

INSIDE, A3

A6



STONE-AGE COSTUMES

Photo by Nick Trylovich

Mike and Piper Ruelas and their daughter Victoria rocked the costume contest at last month's Halloween Carnival at Cameron Park Lake.

The Shingle Springs family dressed as Fred, Wilma and Pebbles Flintstone. Hundreds of princesses, ghouls, cartoon characters and other creatively dressed folks attended the popular Cameron Park Community Services District event that included crafts, games and a pumpkin patch.

NOVEMBER 1, 2016

The holiday season has begun

Cameron Park Community Services District

News release

November is here and brings with it many special events.

Looking for that special something for the people on your holiday gift list? Come to the annual Christmas Craft Faire on Saturday, Nov. 19, and see all the great handmade gifts that the 60-plus vendors have to offer. The event will be held at the Cameron Park Community Center, 2502 Country Club Drive from 10 a.m. to 4 p.m. Entrance is free.

Youth basketball sign-ups are ongoing; don't miss out on this year's season. The Cameron Park Community Services District is always looking for volunteer coaches to help with this program and appreciates the services these volunteers provide.

A Thanksgiving Volleyball Camp will be held from 9 a.m. to noon Nov. 21-23; ages 6-12 are welcome to attend. One day Futsal clinics will be held on Sunday, Nov. 27. Clinics for ages 6-10 will be held from 2 to 3:30 p.m. and clinics for ages 11-15 from 3:30 to 5 p.m.

Several monthly classes offered for youth/teens/adults in November include gymnastics, ballet, tap, jazz, hula, sewing, gardening, guitar, Zumba, yoga, ballroom dance and



Santa and Mrs. Claus will return to Cameron Park soon.

jewelry making.

A bird identification class that coincides with the tail end of the fall migration will be held from 8 to 11 a.m. on Saturday, Nov. 12.

Mature adults are invited to Ponte Palmero's free lunch at noon on Wednesday, Nov. 2. Join the activities directors from Ponte for this meal; call the CSD to reserve your spot. Bingo will be played from 1 to 3 p.m. on Nov. 8.

The 50+ Room is open from 10 a.m. to 4 p.m. on Tuesdays and Thursdays. The room has various games throughout the month. Brain Health activities will be held at

10:30 a.m. on Tuesday, Nov. 8. On Tuesday, Nov. 22, Game Day sponsored by the Cameron Park Newcomers is from 10 a.m. to noon and followed by the Short Stories/ Discussion Group at 1 p.m. Monthly exercise classes include chair yoga, modified Zumba and Tai Chi for Better Balance classes. Bridge meets Monday afternoons and Wednesday mornings. Understanding Medicare and Medicare Supplements seminar will be held from 10 to 11:30 a.m. on Thursday, Nov. 10.

Cooking classes anyone? Learn new culinary skills and have fun. The CPCSD

offers its Ultimate Truffle making class on Saturday, Nov. 5, and a monthly Cooking with Kids class taught by Susan Kakavas.

The Santa Run and Cameron Park Explorer Post 89 Fire Department Pancake Breakfast is on Saturday, Dec. 3. The 5k fun run/walk begins and ends at the Cameron Park Community Center and concludes just in time to attend the breakfast, which runs until noon. Pre-registration fee for the Santa Run is \$25 for adults and \$15 for ages 17 and younger. Breakfast is included. Check in begins at 7 a.m. and the run starts at 8 a.m. For online registration visit showclix.com and search CP Santa Run & Pancake Breakfast. If you choose to only attend the pancake breakfast, the cost is \$5 per person.

The Sacramento Jazz Orchestra will perform on Wednesday, Dec. 14. Doors open at 6 p.m. and the music begins at 7 p.m. Advance tickets are \$13 or two for \$24 and are available at the CSD office, Cameron Park Bel Air, Shingle Springs/ Cameron Park Chamber of Commerce or online at showclix.com. Purchase tickets at the door for \$15 each. Beverages and snack plates will be sold.

For more information about CPCSD programs and events visit cameron-park.org or call (530) 677-2231.

NOVEMBER EVENTS

A Time for Giving Thanks

November 2 – Ponte Palmero Lunch

Wednesday, November 2 at 12pm. Join us for lunch prepared by Chef Diane of Palmero at the Community Center. Please join Ponte Palmero Directors Rachel Amador, Tiffany Ortega and Greg Kasner for a FREE lunch! There will be music, food and fun for all! Please call (530) 677-2231 to reserve a spot.

November (Fridays to Sundays) – CP Rotary Club Observatory

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

November 8 - Bingo!

From 1pm to 3pm, Bingo is played the 2nd Tuesday of every month at the CCSD, 2502 Country Club Dr., Cameron Park. \$3 for 2 cards; \$1 each additional card. No more than 4 cards total. Call (530) 677-2231 for additional information, or visit www.cameronpark.org.



November 19 – Old-Fashioned Christmas Craft Fair

Saturday, from 10am to 4pm at the Cameron Park Community Center. Food and Beverages available for purchase. Get a jump on your holiday shopping! The Craft Faire features hundreds of hand-made, one-of-a-kind crafts and gifts specifically for the holiday season. ADMISSION IS FREE. For more information call (530) 677-2231 or visit us online at www.cameronpark.org.

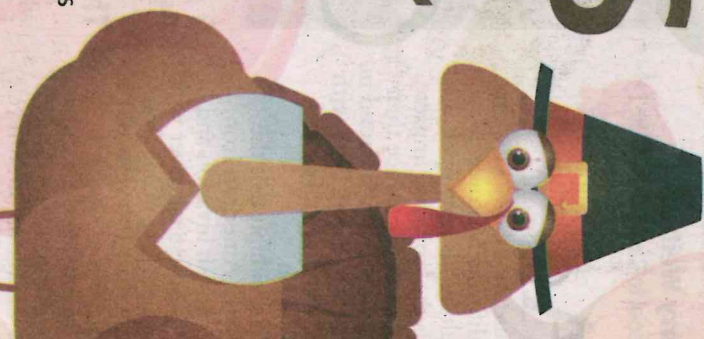
November 25 – Festival of Lights

Placerville's annual Festival of Lights will take place Friday, November 25th, from 5-8pm on Historic Main Street in Placerville. The old fashioned festivities

December 3 – Run With Santa!

Saturday, December 3, at 7am is the check-in for race day registration at the Community Center. Kick off your Christmas Holiday with this Santa Run 5k run/walk. Your whole family will enjoy this event. The run begins and ends at the Cameron Park Community Center! You will finish with plenty of time to enjoy the Cameron Park Fire Department's Pancake Breakfast, which is included in the Santa Run registration! Come prepared for weather because Santa will run come rain, shine, or snow and so will we!

Pre-registration fee: \$25 adults/\$15 ages 17 & under; Race day registration fee: \$30 adults/ \$20 ages 17 & under. First 50 registrants will receive a free Santa Hat,



NOVEMBER 4

LOCAL COUPONS • CLASSIFIED ADS • COMMUNITY RESOURCE GUIDE



WINDFALL

www.TheWindfall.net • "EVERYONE NEEDS ONE" • 530-621-1698



REMEMBER TO Set Your Clocks Back!



Old Fashioned Christmas Craft Faire

Saturday, November 19, 2016
Doors are open from 10:00am - 4:00pm



Get a jump start on your holiday shopping! This Christmas Craft Faire, held inside the Cameron Park Community Center, features hundreds of hand-made crafts specific for the Holiday season! Don't miss out on one-of-a-kind gifts and decorations!

Food and beverages will be available for purchase.

Cameron Park
Community Center,
2502 Country Club Drive

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



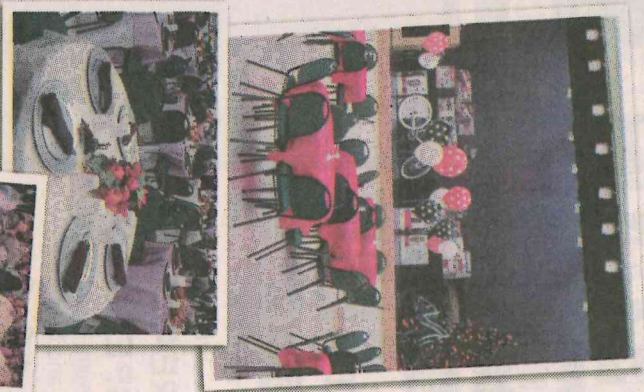
CAMERON PARK
COMMUNITY SERVICES DISTRICT

PLAN YOUR HOLIDAY PARTY WITH US!

Now available for Holiday Parties & Special Occasions!

Call today for available dates and times. The Cameron Park Community Center has rooms for any of your special occasions at reasonable and competitive rates. Give us a call or stop by and check us out for yourself.

- ◆ Full Assembly Hall
- ◆ 1/2 Assembly Hall
- ◆ 1/4 Assembly Hall
- ◆ Commercial Kitchen
- ◆ Stage
- ◆ P/A System
- ◆ Projection Screen
- ◆ Social Room
- ◆ Gymnasium



2502 Country Club Drive • Cameron Park, CA 95682
530-677-2231 • www.cameronpark.org



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



Old Fashioned Christmas Craft Faire

Saturday, November 19, 10am-4pm
21st Annual Event features hundreds of hand-made crafts by local and visiting vendors specific for the Holiday season! No entrance fee.



Santa Run

Check in at 7am; Run starts at 8am
Kick off your Christmas Holiday with the 5k run/walk Santa Run – fun for the whole family. Race begins and ends at the Cameron Park Community Center. Pre-registration fee \$25 adults; \$15 ages 17 and under. Breakfast included.



Upcoming Classes

- Baby Ballet/Pre Ballet
- Beginning Drawing 2
- Volleyball Camp
- Get Your Photos out of Chaos!
- Youth Basketball
- FREE Senior Legal Counseling



Cameron Park Community Services District

2502 Country Club Drive • Cameron Park

677-2231

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

Plan Your Holiday Party With Us



- Full Assembly Hall
- 1/2 Assembly Hall
- 1/4 Assembly Hall
- Social Room
- Stage
- Gymnasium
- Commercial Kitchen
- P/A System
- Projection Screen

Call today for available dates and times.

Now available for Holiday Parties & Special Occasions!

The Cameron Park Community Services District has rooms for any of your special occasions at reasonable and competitive rates. Give us a call or stop by and check us out for yourself.

Just for Seniors



Senior Events

Creative Writing Class

This class is for experienced and novice writers. Participants will write short pieces just to get in the mood, then turn their pens (or laptops) to subjects of personal interest to them. Participants can bring some artistry to everything from facebook posts to travel updates and holiday greetings. This class takes place from 10-11am on Fridays at the Senior Center.

Senior Activities Program

The Senior Activities Program is proud to announce upcoming trips. Trip includes ground transportation, round trip air from Sacramento, taxes, hotel accommodations and transfers, trip highlights and admission costs, and most meals.; *Arabian Peninsula*, 11/30-12/6, 2016. Un-

cover the treasures of the fascinating countries of the United Arab Emirates and Oman. Explore the sprawling Sheikh Zayed Bin Sultan Al Nahyan Mosque. At the largest falcon hospital in UAE, explore its museum to learn the falcon's importance to Arabian culture. Take a camel ride followed by an exhilarating "dune bashing" by 4x4. In Dubai, set sail on a yacht. Enjoy a dune desert safari on an Arabian farm. Savor a barbecue dinner highlighted by a belly dancing performance. Double \$5,999/Single \$7249; *Costa Rica-A World of Nature*, 1/26-2/5, 2017. Visit the Green Turtle Research Station. Settle in for two nights in Tortuguero National Park. Dazzle your senses with experiential tours surrounding coffee, farm-to-table cuisine, craft beer, and spice cultivation. Enjoy an exhilarating Corobici River rafting adventure. Over-

night at the foot of Tenorio Volcano. Explore the white sandy beaches of Manuel Antonio National Park. Behold the spectacle of the Villa Blanca Cloud Forest. Double \$3,599/Single \$4,499.

Cameron Park CSD Mature Adults

Every Monday & Friday at Noon is the Senior Nutrition Program, Community Center Bridge every Monday at 1pm & Wednesday at 9:30am. Join us every Tuesday and Thursday in the 50+ Room from 10am to 4pm, located at the Cameron Park Community Center (CSD) Games include: Rummikub, Mexican Train, Pinochle, Hand & Foot, Cribbage, etc or bring a game of your own. Now open on Mondays For those interested in playing games before or after the Senior Nutrition Program. bring friends; make a day of it. Regular monthly programs include: Brain Health/

Activities - 2nd Tuesday of the month - 10:30am; Game Day sponsored by Cameron Park Newcomers 4th Tuesday of the month - 10am; Short Stories/Discussion - 4th Tuesday of the month - 1pm. For information on other monthly speakers and special events check the CPCS D website or the 50+ Room flyer, located on the information table at the CSD. For information call 677-2231 or www.cameronpark.org

Senior Community Programs

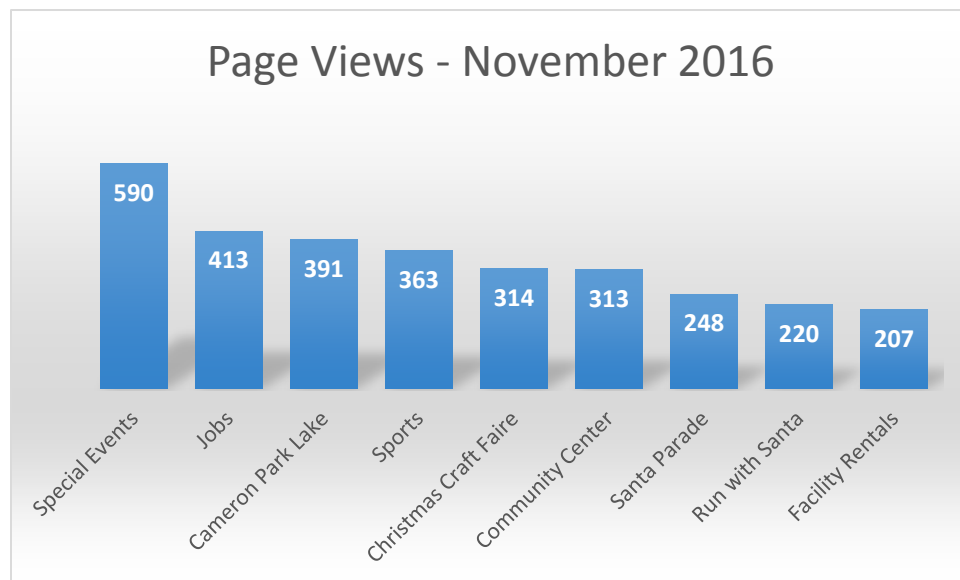
The El Dorado County Area Agency on Aging offers assistance to seniors through the Information & Assistance Program (I&A). The I&A is a one-stop resource to help people navigate and access senior programs in El Dorado County. Learn about programs to keep seniors active in the community and safely at home, as well as programs that contribute to overall wellbeing. For more info call 621-6369 or 800-510-2020.

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

The information below compares the month of November 2015 to November 2016.

<i>Item</i>	2015	2016	Difference
<i>Sessions</i> ¹	3,243	4,470	+38%
<i>Users</i> ²	2,557	3,352	+31%
<i>Pageviews</i> ³	6,382	9,149	+43%
<i>Pages/Session</i> ⁴	1.97	2.05	+4%
<i>Time Per Session</i> ⁵	00:01:22	00:01:35	+10%

Below are the most visited web pages:



¹ A **“session”** is defined as “a group of interactions that take place on the website within a given time frame.” The session starts when a user enters the website and end when they leave.

² **“Users”** defines how many people came to the website. Where sessions are created any time someone comes to the website, this number is unique to the number of people that came to the website and will not increase if someone comes multiple times.

³ The number of **pageviews** represents the overall number of times pages on the website have been viewed during the chosen timeframe. If a user navigates through a few pages during their time on the website, this number will increase every time they access a page.

⁴ **Pages/Session** given an average representation of how many pages users visited during their time on the website.

⁵ **Time per session** measures how long users spent on the website.

Cameron Park Community Services District
Activity Report

EVENT: Community Yard Sale**DATE:** Saturday, September 17, 2016**LOCATION:** Parking Lot at Community Center**TIME:** 8:00 am – 12:00 pm**ESTIMATED ATTENDANCE:** about 200+ people**SUBMITTED BY:** Tina Helm – Recreation Supervisor

◇	REVENUES:	\$ 580.00		
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•	Space Sales		Revenue 2015	\$700.00
	29 spots @ \$20	\$ 580.00		

◇	EXPENDITURES:	\$ 169.09		
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•	Flyers (design/printed)	\$ 52.87	Expenses 2015	\$262.91
•	Yard signs/Banners	\$ 53.22		
•	Classified Ad - Facebook	\$ 10.00		
•	Gold Panner Ad	\$ 15.00		
•	Staff day of event	\$ 36.00		

◇	NET REVENUE:	\$ 412.91		
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Net Revenue 2015 \$437.09

PROGRAM DESCRIPTION:

The Yard Sale was held in conjunction with the Community Clean-Up Day. The Clean-Up event was located at Camerado School Parking lot from 8 am to 2 pm.

The Vendor spaces were sold at a nominal fee - \$20 a spot and set up in the western part of the parking lot so that the spaces could be roped off and cars could still go around the parking lot. All 30 spaces were sold and assigned to people with numbers. Vendors could arrive at 6 am to set up their spots – they needed to be set up by 7:45 am. Vendors arrived at 5:55am to start setting up. People were here before 7am checking out what people were selling. Free ads were placed into The Windfall - yard sale section and a paid ad was placed into the Gold Panner. The event flyer was placed into The Windfall. Online ads were placed on the garagesalehunter.com, yardsalesearch.com, yardsales.net, garagesalefinder.com, garagesalecow.com, Craigslist – Gold Country and Sacramento, Facebook, and Twitter. El Dorado Camera Club came and took pictures.

The Mommy & Daddy Market was held on the same day with those vendors located along the fence by the pool.

SUPPLIES AND RESOURCES:

Caution tape, sidewalk chalk and delineators were used. Larger flyers were put up in the parks and outside the Community Center.

EVALUATION:

A map with the location of spots was sent out on Thursday evening with the reminder about set up, food and location to park. Cameron Park Deli and Coffee Shop was a vendor and sold coffee, muffins, and sandwiches. The CSD had a booth at the event to

promote upcoming programs and events. The weather was great – very hot - so lots of people showed up to buy items. Items were purchased as the vendors had less to take home than what they started with!! Many of the vendors took their unsold items to Camerado School to donate them to hospice.

Vendor Evaluation Responses:

- See consolidated report below Scale of 1-5 (5= high and 1 = low)

Booth Location	Booth Traffic	Food/Bevs Available	Hours	Advertising
4.59	4.06	3.92	4.12	4.07

VENDOR'S SUGGESTIONS FOR NEXT YEAR:

- Longer hours – go till 1pm
- Better advertising
- Loved it, we'll be back, great food

STAFF SUGGESTIONS FOR NEXT YEAR:

- Continue to have a food/beverage vendor at the event.

ATTACHMENTS:

- Flyer
- Newspaper articles/pictures
- Vendor Evaluation
- Information given to each vendor day of

**Cameron Park Community Services District
Activity Report**

EVENT: Mommy Market**DATE:** Saturday, September 17, 2016**LOCATION:** Parking Lot at Community Center**TIME:** 8:00 am – 12:00 pm**ESTIMATED ATTENDANCE:** about 200+ people**SUBMITTED BY:** Tina Helm – Recreation Supervisor

◇	REVENUES:	\$ 200.00		
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- | | | | | |
|---|----------------|-----------|-------------------|----------|
| • | Space Sales | | Revenue Nov. 2015 | \$315.00 |
| | 6 spots @ \$20 | \$ 120.00 | | |
| | 2 spots @ \$40 | \$ 80.00 | | |

◇	EXPENDITURES:	\$ 152.08		
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- | | | | | |
|---|--------------------------|----------|--------------------|----------|
| • | Flyers (design/printed) | \$ 52.87 | Expenses Nov. 2015 | \$226.60 |
| • | Yard signs/Banners | \$ 53.21 | | |
| • | Classified Ad - Facebook | \$ 10.00 | | |
| • | Staff day of event | \$ 36.00 | | |

◇	NET REVENUE:	\$ 47.92		
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	Net Revenue Nov. 2015	\$ 88.40
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PROGRAM DESCRIPTION:

The Mommy Market was held in conjunction with the Yard Sale and the Community Clean-Up Day. The Clean-Up event was located at Camerado School Parking lot from 8 am to 2 pm. The Community Vendor spaces were sold at a nominal fee - \$20 a spot, and Business Vendor spaces were sold at \$40 a spot. They were set up along the fence by the pool. Six community spaces and two business spaces were sold and assigned to people with numbers. Vendors could arrive at 6 am to set up their spots – they needed to be set up by 7:45 am. Vendors arrived at 5:55am to start setting up. Free ads were placed into The Windfall. The event flyer was placed into The Windfall. Online ads were placed on the garagesalehunter.com, yardsalesearch.com, yardsales.net, garagesalefinder.com, garagesalecow.com, Craigslist – Gold Country and Sacramento, Facebook, and Twitter. El Dorado Camera Club came and took pictures.

SUPPLIES AND RESOURCES:

Caution tape, sidewalk chalk and delineators were used. Larger flyers were put up in the parks and outside the Community Center.

EVALUATION:

A map with the location of spots was sent out on Thursday evening with the reminder about set up, food and location to park. Cameron Park Deli and Coffee Shop was a vendor at the Yard Sale and sold coffee, muffins, and sandwiches. The weather was great – very hot - so lots of people showed up to buy items. Items were purchased as the vendors had less to take home than what they started with!! Many of the vendors took their unsold items to Camerado School to donate them to hospice. The Mommy Market and Yard Sale split costs as they were marketed with the same flyer, banners, & signs.

STAFF SUGGESTIONS FOR NEXT YEAR:

- Merge the Mommy Market into the Yard Sale and sell additional spaces in the courtyard area close to the pool.

ATTACHMENTS:

- Flyer
- Newspaper articles/pictures
- Information given to each vendor day of

Cameron Park Community Services District
ACTIVITY REPORT

EVENT: Halloween Carnival/Pumpkin Patch **DATE:** October 22, 2016
LOCATION: Cameron Park Lake **TIME:** 1:30-4:00pm
ESTIMATED ATTENDANCE: Approximately 700 children with their parents
SUBMITTED BY: Tina Helm, Recreation Supervisor

◇ REVENUES:	\$ 2,910.00		
• Sponsorship/Event support	\$ 1,000.00	Revenue 2015	\$2603.00
• Ticket Sales	\$ 1,630.00		
• 8 vendors @ \$35 each	\$ 280.00		
TOTAL REVENUES:	\$ 2,910.00		

◇ EXPENDITURES:	\$ 1,608.47		
Marketing		Expenditures 2015	\$1052.81
• Banners/yard signs	\$ 578.35		
• Posters/flyers	\$ 86.93		
Supplies			
• Prizes, candy, etc	\$ 169.19		
Music/Entertainment			
• DJ	\$ 225.00		
• Magic Show	\$ 175.00		
Staff/Contract	\$ 374.00		

◇ NET REVENUE:	\$ 1,301.53		
		Net Revenue 2015	\$1550.19

VOLUNTEERS:

88 hours – 19 volunteers from Ponderosa Key Club, Ponderosa FFA, Just Serve Organization and Community Members

PROGRAM DESCRIPTION:

The Halloween Carnival is a special event geared towards children 2 - 10 years old. The activities include Pumpkins, Face Painting, Crafts, 2 Bounce Houses, Carnival Games, two Magic Shows – at 2pm and 3pm, a Costume Parade, and Hay Rides. Pictures were taken by the El Dorado Camera Club.

SUPPLIES AND RESOURCES:

We received a variety of donations from the following businesses:

- O'Halloran's Apple Trail Ranch pumpkins
- Goyette's North Canyon Ranch pumpkins
- Rainbow Orchards pumpkins
- Bel Air pumpkins
- Ponderosa Key Club volunteers
- Ponderosa FFA volunteers
- Just Serve Group volunteers
- Lee's Feed use of Hay Bales
- El Dorado Disposal sponsorship and a booth
- Marshall Hospital sponsorship and Marshall Mouse

EVALUATION:

The turnout was great – there were approximately 700 people. There was a steady stream of people that attended. They played more games than last year when we did the ticket count. Lots of parents with their children dressed up to play games, jump in the bounce houses, get their face painted, purchase a pumpkin, and ride on the hay ride. The Magic Show was done two times – 2pm and 3pm - kids sat and watched the performance. The weather was wonderful and everyone that attended enjoyed themselves.

We sold tickets for everything this year at \$.50 each or 12 for \$5.00. The tickets could be used for the games, face paints, crafts, hay rides, pumpkin sales and bounce houses.

The breakdown of the tickets for the activities was as follows:

Face paints	146
Bouncer	364
Pumpkins	417
Crafts	76
Hay Rides	628
<u>Games</u>	<u>1649</u>
Total	3280

There were volunteers that signed up from Ponderosa's Key Club, Ponderosa FFA, and the Just Serve Organization from the LDS Church. We had about 20 people and they all did an awesome job – setting up, decorating and, then they helped operate the games, pumpkin sales, face painting, crafts booth, operation of the bouncer and hay ride fee collection. They also helped with take down and putting the items away.

We had some prizes left from last year so we purchased some from Oriental Trading Company. The prize baskets for the costume parade were purchased and were made with candy and toys bought from Oriental Trading Company. The costume parade was held at 3:30pm and once it was over most of the people left as they had been there for a while and the event finished at 4 pm.

Banners were placed at Hacienda Park, Christa McAuliffe Park, Cameron Park Lake and near Mt. Mike's Pizza on Green Valley Road. Directional signs were placed the week of the event at various streets and at the lake entrance.

We had vendor booths such as Cameron Park Coffee & Deli, Martial Arts, Dance Academy, Ice Cream, and Mary Kay.

Marshall Mouse participated at the event – he handed out candy and helped lead the costume parade. El Dorado Disposal also participated and had a booth in the row of the games.

Vendor Evaluation Responses:

- See consolidated report below Scale of 1-5 (5= high and 1 = low)

Booth Location	Booth Sales	Booth Traffic	Food & Beverages Available	Hours	Advertising
4.71	4.17	4.43	3.43	4.5	3.83

Vendor Comments

Very busy, great turnout. Dance group wants to do performance in gazebo, event was well put together.

Staff Suggestions for next year:

- Continue with the signage, especially that on the streets leading up to the event.
- Hire a face painter as the volunteers did not want to face paint and one staff person painting faces did not work.
- More seating for magic show as people sit on the bench by the face painting area.
- Use more decorations on the tents where the games were played.
- Invite Ponderosa FFA to bring their petting zoo.

ATTACHMENTS:

- Flyer
- Newspaper articles/pictures
- Location of signs and banners

We would like to thank the organizations
in our Community for making a difference in the lives of others!
Because of you so many have been changed for the better!

Thank you!



CHRIST LIKE SERVICES

Christ Like Services brings people together; those who need help and those who want to give help, enabling pastors, churches and organizations to use their God-given gifts and resources.



HABITAT FOR HUMANITY

We believe in a world where everyone has a decent place to live, and we partner with families to help them achieve strength, stability and self-reliance through shelter.



FOOD BANK EL DORADO

On an annual basis, the Food Bank of El Dorado County procures, warehouses, and distributes more than 2 million pounds of food to local, less fortunate children, senior citizens, and families in communities throughout El Dorado County.



PROGRESS HOUSE

“Our mission is to deliver quality, comprehensive services to persons and communities affected by substance use disorder.”



POLLOCK PINES COMMUNITY CENTER

Mission Statement

The Mission of the Pollock Pines-Camino Community Center Association (PPCCCA) is “to develop, execute to completion, and monitor operation of a Community Center the objective of which will be to: (1) serve the Pollock Pines-Camino residents, organizations, and groups, and (2) encourage and accommodate community.



CAMERON PARK COMMUNITY SERVICE DISTRICT

Mission Statement

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 our community.



SNOWLINE HOSPICE

Snowline is a community-based nonprofit dedicated to enhancing life. We relieve the physical, emotional and spiritual setbacks of living with a serious chronic illness. And we manage the adjustments necessary when life is limited and treatments that cure are no longer viable.



BIG BROTHERS BIG SISTERS

The Big Brothers Big Sisters Mission is to help children reach their potential through one-to-one relationships with mentors that have a measurable impact on you.



NEW MORNING YOUTH AND FAMILY SERVICES

New Morning is an experienced non-profit organization [501(c)3] that has provided a safety net of services to troubled youth and their families on the Western Slope of El Dorado County since 1970. Over 30 staff members provide a full range of service addressing family.



STARR began over 30 years ago as ARC of El Dorado County, an organization dedicated to promoting the general welfare of individuals with developmental disabilities in El Dorado County.



EL DORADO COMMUNITY HEALTH CENTER

Improving the health of the community through quality healing and preventive services.

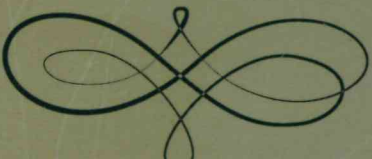
We would also like to recognize the time and talents of the following Individuals in our Community!

Rob Sabino- Holy Trinity Parish
Mimi Escabar -Mountain Democrat
Wendy Thomas -Placerville City Council
Patty Borelli- Placerville City Council
Erik Miller- BSA -District Council
Bob & Joyce Fortune -Church of the Foothills-Senior Nutrition Program

World Gold Panning Championships.

Janine D'Agostini
Paula Bondi Springer
Fred Ott
Colleen Ranalli
Brian Veerkamp
Lori Veerkamp
Taylor Landaker

COMMUNITY SERVICE AWARD

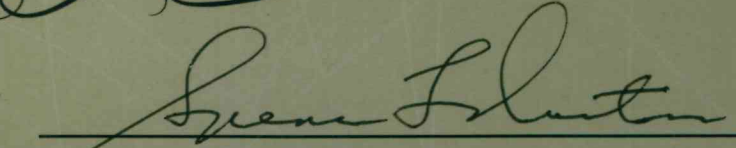
 *Because of You* 

*I*N ACKNOWLEDGEMENT OF YOUR COMMITMENT TO
SERVING OTHERS AND YOUR COMMUNITY

ON THIS NINETEENTH DAY OF NOVEMBER TWO-THOUSAND AND SIXTEEN,
THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS
PRESENTS THIS AWARD TO

Cameron Park Community Services District




SPENCER WESTON
CLERGY FOR EL DORADO STAKE

Agenda Transmittal

DATE: December 21, 2016

FROM: J.R. Hichborn, Parks Superintendent

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

RECOMMENDED ACTION: Receive and File

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

With the changing of the season all of our seasonal staff has been laid off. There is still plenty of work to be done though and where in the past few months staff has been focused on keeping the turf cut at a certain height and the weeds sprayed, they are now focusing their efforts on picking up leaves and removing fallen limbs. Burn piles that were created during the summer months are now being removed as intended. The restrooms and playgrounds are still getting attention regularly but instead of daily it has turned into a three days a week. On the rainiest of days parks staff will be able to lend a hand to the facility staff on projects like painting and deep cleaning of certain areas.

Cameron Park Lake

A company provided a playground inspection last month and a third company came out and did a site walk on the tennis/pickle ball courts. This quote is pending.

Rasmussen Park

The Rasmussen Park site plan has been edited and submitted to the county a couple months ago. The edited version includes four bocce ball courts, ball field lights, two shade structures, a volleyball court and a batting cage. Our hearing date with the county is pending and expected to be sometime in January. Ninety yards of playground chips have been added to the two playground areas per the latest inspection report.

Christa McAuliffe Park

Staff removed a damaged bench from the skate park. It was an original bench and just became unsafe after years of wear and tear. Trash cans and some chain inside the skate park have also been replaced.

Weed Abatement

- The issue with the private property owner at Gateway Park has been resolved. Staff successfully uncovered three property survey markers and found identifying numbers on them that correspond with the map filed at the County Surveyor's Office. Staff will be installing a fence to keep the property owner from intruding onto District property again.
- The crew has continuously been clearing the perimeter of a minimum of 30 feet around the park. It is estimated that approximately 75% is done and this is the most that's been completed in the last 10+ years.
- The fence has been replaced which was damaged by a tree that fell a while ago from our Community Center creek open space area.

Landscape, Lighting and Assessment Districts (LLADs)

Northview Park is open and the trail is now accessible to the public. Staff installed Department of Transportation approved trail signage at both entrances to the park. Leaves keep falling and staff is staying hard at work to keep the LLAD properties looking as pristine as they should.

Community Center

Christmas is coming and the decorations are up. Last year wreaths were hung and this year LED lights have been added to the fence around the pool. The lights are on a timer and will come on at 4:30 p.m. and turn off at midnight seven days a week. The pool is now down for the season but is being turned on once a week to keep it from turning unsightly.

Vandalism

On Sunday, December 4th, a trash can was set on fire inside of the men's restroom at Rasmussen Park. The vandals also tried to light the paper towel dispensers on fire inside of the women's restroom but were unsuccessful. Staff contacted the El Dorado County Sheriff's Office and CAL Fire. An online police report was submitted and a fire prevention officer from CAL fire came on site and did their own arson report. Staff has ordered new tiles to replace the damaged ones and they will be installed as soon as they arrive.

Cameron Park Community Services District

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

The attached report represents the General Fund's financial performance for the period of July 1, 2016 – November 30, 2016. The District is **42%** of the way through its fiscal year. All comparisons to Budget are to the adopted Final FY 2016-17 Budget.

We have not yet received any property tax disbursements for this fiscal year. We have however received JPA Reimbursement from the Fire Department in the amount of \$256,663 which represents 24% of the contracted amount.

We are in process of finalizing 2015/16 and preparing for Audit. We are continuing to evaluate and shift numbers as is the normal process at years end.

REVENUES

Year to Date (YTD) revenues through November are \$400,908 versus \$407,132. (Down \$6,224) The downward shift from last year is from the use of the facility for the shooting of the movie; most revenue came from Recreation and the Community Center. Much of this was a result of our Sponsorship with The Shingle Springs Bank of Miwok Indians and other revenue from aquatic programs.

Recreation revenues are \$74,762 YTD versus \$66,985 last year (up \$7,777). We are up slightly across the board on revenues this year with the bulk being in Special Events with a \$3000 increase.

Community Center revenues are \$168,581 YTD versus \$133,642 (up \$58,016). We are up versus last year in the Community Center Pool (up \$19,385), Community Center Youth Sports (Up \$16,907), Summer Kids Camp (up \$13,626), and Gym Use Fees (Up \$4617). We are down versus last year to date in Community Center Rentals (\$21,800).

EXPENDITURES

YTD expenditures through November are \$973,144 versus \$922,399 last year (Up \$50,745) which is consistent with the growth in revenues and programs.

Cameron Park Community Services District

Expenditure line-items of note are:

- Salaries and Benefits are \$104,495 (40% of budget on target).
- Retired Health is \$149,930 (116% of budget) due to payouts.
- EDC Department Agency is \$5,000 (119% of budget) due to an increase in LAFCO dues.
- Insurance is \$54,479 (91% of budget) due to the District's annual insurance premium. This is a budgeted item.
- Pool Chemicals - \$25,423 (45% of budget). This is a budgeted item and pricing has increased
- Contractual Service is \$126,416 (56% of budget) due to temporary administrative and other support. This item should be on budget by year end.
- Memberships and Subscriptions \$7,353 (Budgeted Yearly Dues Items)

Summary: General Fund Balance
 For the Years ended June 30, 2013 - June 30, 2017
 ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	2012-13 General Fund Actual	2013-14 General Fund Actual	2014-15 General Fund Actual	2015-16 General Fund Actual	YTD 2016-17 General Fund Actual	2016-17 General Fund Budget
General Fund SUMMARY:						
Beginning General Fund Balance 7/1	\$2,685,556	\$3,151,485	\$3,348,221	\$3,853,790	\$3,564,504	\$3,564,504
Revenues						
Property Taxes	3,234,835	3,305,549	3,415,687	780,547	0	3,626,569
Interest	7,732	9,409	6,430	0	0	7,500
Program Fees, Special Events, and Facility Rentals	558,036	594,807	623,777	393,149	229,889	594,427
Intergovernmental-JPA	905,233	989,719	1,063,792	0	256,663	1,075,523
Reimbursement (rebates), Grants, Accounting Fee	7,034	171,433	17,228	0	0	7,000
Franchise Fees	156,704	160,778	163,396	45,713	44,750	160,000
Other Income	28,453	8,827	4,402	4,969	0	0
Transfers in from Equipment Funds	45,950				0	0
Total revenues and other sources	4,943,977	5,240,523	5,294,712	1,224,377	531,302	5,471,019
Expenditures						
Salaries and employee benefits	775,239	677,367	743,939	598,322	400,908	996,500
Cal Fire Personnel	2,462,981	2,682,557	2,651,400	0	0	2,985,016
Services and supplies	1,220,001	1,435,496	1,448,947	814,619	571,883	1,488,347
Capital Equipment	38,877	248,367	89,581	100,723	353	157,000
Fire Engines Lease & Purchase	45,950				0	0
Reserve for Capital Equipment						0
Total expenditures	4,543,048	5,043,787	4,933,867	1,513,663	973,144	5,626,863
Net Surplus (deficit)	400,929	196,736	360,845	(289,285)	(441,841)	(155,844)
Contingency						
Interfund Transfer			144,724			
Net Change in General Fund Balance	400,929	196,736	505,569	(289,285)	(441,841)	(155,844)
Reserves						
Economic Uncertainty Reserve	65,000					
Capital Replacement Reserve					0	0
Ending General Fund Balance 7/1	\$3,151,485	\$3,348,221	\$3,853,790	\$3,564,504	\$3,122,663	\$3,408,660
Unreserved, undesignated						

Note: Source of 2012-13 through 2014-15 results are from the District's audited Financial Statements.

**Cameron Park Community Services District
 General Fund, CCR Fund, Fire Training Fund, and Fire Prevention Fund Budgets
 For Fiscal Year Ended June 30, 2017
 Preliminary Budget Adopted June 15, 2016**

Budgets FY 2016-17

Expenditures:	Community Center					FY 2016-17 Adopted General Fund Budget	FY 2016-17 CC&R Fund Budget	FY 2016-17 Fire Training Fund Budget	FY 2016-17 Fire Prevention Fund Budget
	Administration	Fire & JPA	Parks	Recreation					
General Fund:									
Expenditures:									
Salaries - Permanent	156,000	0	154,000	84,000	37,000	431,000	53,374	0	0
Salaries - Seasonal/PT/Funded	23,800	0	0	60,000	99,000	182,800	0	0	4,000
Health - Retired	25,000	78,000	26,000	0	0	129,000	0	0	0
Health & Dental	19,000	0	42,000	32,000	15,000	108,000	0	0	0
Vision Insurance	300	0	600	500	200	1,600	0	0	0
Retirement Benefits (active)	35,000	0	34,000	29,000	4,500	102,500	6,000	0	0
Workers' Compensation	1,000	1,800	2,900	1,800	2,000	9,500	400	0	0
FICA/Medicare Contribution	2,500	0	3,200	5,600	9,000	20,300	700	0	400
UB/TT Contribution	1,400	0	1,800	3,600	5,000	11,800	434	0	300
Total salaries and benefits	264,000	79,800	264,500	216,500	171,700	996,500	60,908	0	4,700
Advertising/Marketing	600	0	0	30,000	9,500	40,100	0	0	0
Agency Administration Fee	5,500	55,000	14,200	3,700	0	78,400	2,000	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	2,000	0	0
Bank Charge	2,500	0	0	3,000	6,500	12,000	200	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	3,500	13,200	2,500	0	700
Contractual Services - Plans						10,000	0	0	1,000
Contractual Services	37,440	56,730	40,000	10,000	91,720	225,890	0	0	0
Contractual Services - Provider	0	2,985,016	0	0	0	2,985,016	0	0	0
Directors Compensation	18,000	0	0	0	0	18,000	0	0	0
EDC Department Agency	1,800	800	800	800	0	4,200	900	0	0
Educational Material	300	0	200	0	500	1,000	0	2,000	2,500
Elections	10,000	0	0	0	0	10,000	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	2,100	300	4,400	0	500	0
Fuel	0	62,000	11,000	0	0	73,000	600	0	0
Government Fees /Permits	0	2,650	8,000	0	4,500	15,150	0	0	0
Household Supplies	0	6,000	6,000	0	9,000	21,000	0	0	0
Instructors	0	0	17,400	7,800	44,200	69,400	0	0	0
Insurance	3,000	21,600	0	0	10,200	60,000	2,000	0	0
Legal Services	30,000	10,000	0	0	40,000	20,000	0	0	0
Maintenance - Buildings	0	26,200	6,000	0	12,000	44,200	0	7,000	0
Maintenance - Equipment	600	25,000	12,000	1,500	13,000	52,100	400	2,000	0
Maintenance - Grounds	0	3,000	45,000	0	2,500	50,500	0	0	0
Maintenance - Radios & Phones	0	2,000	0	0	0	2,000	0	1,500	0
Maintenance - Tires & Tubes	0	12,000	0	0	0	12,000	300	0	0

Cameron Park Community Services District
 General Fund, CCR Fund, Fire Training Fund, and Fire Prevention Fund Budgets
 For Fiscal Year Ended June 30, 2017
 Preliminary Budget Adopted June 15, 2016

Budgets FY 2016-17

General Fund:	Community Center					FY 2016-17 Adopted General Fund Budget	FY 2016-17 CC&R Fund Budget	FY 2016-17 Fire Training Fund Budget	FY 2016-17 Fire Prevention Fund Budget
	Administration	Fire & JPA	Parks	Recreation	Community Center				
Maintenance - Vehicles	0	20,000	10,000	0	0	30,000	500	0	0
Medical Supplies	0	0	0	0	200	200	0	0	0
Memberships & Subscriptions	7,500	850	500	228	0	9,078	0	0	500
Mileage Reimbursement	300	0	0	0	5,200	5,500	0	0	0
Miscellaneous	0	0	0	0	0	0	0	1,500	0
Office Supplies	3,000	4,000	1,150	900	1,800	10,850	1,000	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, 2017
Preliminary Budget Adopted June 15, 2016**

Budgets FY 2016-17

General Fund:	Community Center					FY 2016-17 Adopted General Fund Budget	FY 2016-17 CC&R Fund Budget	FY 2016-17 Fire Training Fund Budget	FY 2016-17 Fire Prevention Fund Budget
	Administration	Fire & JPA	Parks	Recreation	Community Center				
Pool Chemicals	0	0	27,129	0	28,900	56,029	0	0	0
Postage	1,000	500	0	400	0	1,900	450	0	500
Printing	300	350	500	0	200	1,350	100	2,000	250
Professional Services	42,500	4,200	14,000	5,000	8,000	73,700	600	1,500	0
Program Supplies	0	0	0	7,250	6,800	14,050	0	0	0
Publications & Legal Notices	1,000	300	0	0	0	1,300	200	0	300
Rabies	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	0	900	9,000	9,900	0	0	0
Rent/Lease - Equipment	0	0	1,000	200	0	1,200	0	0	0
Staff Development	4,000	5,000	1,500	500	500	11,500	0	0	1,250
Telephone	6,000	15,000	3,000	2,500	2,400	28,900	2,000	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	3,000	0	1,000	4,000	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	199,540	3,423,396	309,779	167,278	373,370	4,473,363	35,850	24,500	8,900
Revenues:									
Property Tax	253,860	2,538,598	652,783	181,328	0	3,626,569	68,450	0	0
ARC / Fire Plan Review Fees	0	0	0	0	0	0	15,000	0	7,182
Interest	7,500	0	0	0	0	7,500	500	0	200
Recreation Program Revenues	0	0	0	124,525	171,016	295,541	0	0	0
Administration Process Fees	7,000	0	0	0	0	7,000	0	0	0
JPA Reimbursements	0	1,075,523	0	0	0	1,075,523	0	0	0
Grant Reimbursements	0	0	0	0	0	0	0	0	0
Special Events	0	0	0	25,725	0	25,725	0	0	0
Facility Use Revenue	0	0	0	24,500	177,911	202,411	0	0	0
Summer Spectacular	0	0	0	55,000	0	55,000	0	0	0
Franchise Fees	160,000	0	0	0	0	160,000	0	0	0
Sponsorships	0	0	0	15,750	0	15,750	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	428,360	3,614,121	652,783	426,828	348,927	5,471,019	83,950	14,000	7,382
Expenditures:									
Capital Equipment	0	56,000	95,000	0	6,000	157,000	0	0	0
Salaries and employee benefits	264,000	79,800	264,500	216,500	171,700	996,500	60,908	0	4,700
Services and supplies	199,540	3,423,396	309,779	167,278	373,370	4,473,363	35,850	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

Cameron Park Community Services District
 General Fund, CCR Fund, Fire Training Fund, and Fire Prevention Fund Budgets
 For Fiscal Year Ended June 30, 2017
 Preliminary Budget Adopted June 15, 2016

Budgets FY 2016-17

	Administration	Fire & JPA	Parks	Recreation	Community Center	FY 2016-17 Adopted General Fund Budget	FY 2016-17 CCR Fund Budget	FY 2016-17 Fire Training Fund Budget	FY 2016-17 Fire Prevention Fund Budget
General Fund:									
Reserve for Capital Equipment	463,540	3,559,196	669,279	383,778	551,070	5,626,863	96,758	24,500	13,600
TOTAL EXPENDITURES									
Excess (deficit)	(35,180)	54,925	(16,496)	43,050	(202,143)	(155,844)	(12,808)	(10,500)	(6,218)
Contingency (from PY)		0				0			
Transfers In/(Out) of General Fund						0			
Excess (deficit)	(35,180)	54,925	(16,496)	43,050	(202,143)	(155,844)	(12,808)	(10,500)	(6,218)

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

42%

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

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

General Fund:	Administration	Fire & JPA	Parks	Recreation	Community Center	11/30/2016	FY 2016-17 General Fund Budget	Actual as % of Budget
Expenditures:								
5000 Salaries - Permanent	\$46,086	\$0	\$31,181	\$24,102	\$1,843	\$103,213	\$431,000	24%
5010 Salaries - Seasonal/PT/Funded	10,603	\$0	\$0	\$23,151	\$53,078	\$86,833	182,800	48%
5135 Health - Retired	\$33,123	\$23,125	\$26,657	\$21,772	45,252	\$149,930	129,000	116%
5130 Health & Dental Insurance	\$6,630	0	\$3,882	\$14,710	\$8,401	\$33,623	108,000	31%
5140 Vision Insurance	\$107	0	\$162	\$224	\$0	\$494	1,600	31%
5150 Retirement Benefits (active)	\$5,855	0	\$1,120	\$3,241	\$891	\$11,107	102,500	11%
5160 Workers' Compensation	\$515	\$875	\$1,545	\$927	\$1,030	\$4,892	9,500	51%
5180 FICA/Medicare Contribution	\$1,440	\$0	\$261	\$1,757	\$4,007	\$7,466	20,300	37%
5190 UI/TT Contribution	\$136	\$0	\$0	\$0	\$3,215	\$3,351	11,800	28%
Total salaries and benefits	104,495	24,001	64,809	89,885	117,718	400,908	996,500	40%
5209 Advertising/Marketing	\$790	\$0	\$222	\$10,687	\$713	12,412	40,100	31%
5210 Agency Administration Fee	\$0	\$18,333	\$0	\$0	\$0	18,333	78,400	23%
5215 Agriculture	\$0	\$0	\$509	0	\$0	509	7,500	7%
5220 Audit & Accounting	\$0	\$0	\$0	\$0	\$0	0	25,000	0%
5221 Bank Charges	(\$624)	\$2,540	\$138	\$1,694	\$2,035	5,783	12,000	48%
5230 Clothing/Uniforms	\$0	\$1,569	\$586	\$53	\$0	2,208	4,400	50%
5231 Computer Software	\$1,379	\$747	\$681	\$3,068	\$3,065	8,941	13,200	68%
5240 Contractual Services - other	\$0	\$0	\$0	\$0	\$0	0	10,000	0%
5235 Contractual Services	\$32,604	\$11,705	\$49,623	\$10,036	\$22,448	126,416	225,890	56%
5236 Contractual Services - Provider	0	\$0	0	0	0	0	2,985,016	0%
5250 Directors Compensation	\$4,400	\$400	\$300	0	\$0	5,100	18,000	28%
5260 EDC Department Agency	\$1,247	\$1,247	\$1,247	\$1,247	\$12	5,000	4,200	119%
5265 Educational Material	\$0	\$0	\$0	\$0	\$0	0	1,000	0%
5270 Elections	\$0	\$0	\$0	\$0	\$0	0	10,000	0%
5275 Equipment-Minor/Small Tools	\$0	\$104	\$1,855	\$0	\$1,033	2,992	18,000	17%
5282 Deposit Refund	0	0	0	\$0	\$0	0	0	no budget
5285 Fire & Safety Supplies	0	\$458	\$589	\$0	\$83	1,130	2,900	39%
5295 Fire Turnouts	0	\$15,420	0	0	0	15,420	21,000	73%
5296 Fire-Volunteer/Resident	0	\$1,761	0	0	0	1,761	29,200	6%
5300 Food	\$867	\$0	\$465	\$420	\$260	2,011	4,400	46%
5305 Fuel	\$0	\$19,994	\$0	\$0	\$0	19,994	73,000	27%
5310 Government Fees/Permits	\$0	\$1,514	\$4,195	\$0	\$98	5,806	15,150	38%
5315 Household Supplies	\$11	\$1,816	\$830	\$0	\$2,463	5,120	21,000	24%
5316 Instructors	0	0	0	\$8,593	\$15,211	23,803	60,700	39%
5320 Insurance	\$2,245	\$20,762	\$16,323	\$6,172	\$8,978	54,479	60,000	91%
5335 Legal Services	\$10,302	\$400	\$0	\$0	\$0	10,702	40,000	27%
5345 Maintenance - Buildings	\$0	\$18,471	\$584	0	\$6,195	25,250	44,200	57%
5350 Maintenance - Equipment	\$245	\$2,533	\$3,289	\$240	\$4,885	11,192	52,100	21%
5355 Maintenance - Grounds	\$0	\$190	\$9,487	0	\$349	10,027	50,500	20%
5360 Maintenance - Radios & Phones	\$0	\$174	\$0	0	\$0	174	2,000	9%
5365 Maintenance - Tires & Tubes	\$0	\$1,246	\$514	0	0	1,760	12,000	15%
5370 Maintenance - Vehicles	\$0	\$15,242	\$1,563	0	\$0	16,805	30,000	56%
5375 Medical Supplies	\$0	\$0	\$0	0	\$150	150	200	75%
5380 Memberships & Subscriptions	\$7,013	\$100	\$55	\$185	\$0	7,353	9,078	81%
5385 Mileage Reimbursement	\$229	\$0	\$0	\$0	\$2,166	2,395	5,500	44%
5395 Miscellaneous	\$0	\$0	0	\$0	\$0	0	0	no budget
5400 Office Supplies	\$1,766	\$1,402	\$700	\$327	\$1,725	5,919	10,850	55%

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

42%

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

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

General Fund:	Administration	Fire & JPA	Parks	Recreation	Community Center	11/30/2016	FY 2016-17		Actual as % of Budget
							General Fund Budget		
5405 Pool Chemicals	0	0	\$16,991	0	\$8,432	25,423	56,029	45%	
5410 Postage	\$282	\$3	\$5	\$94	\$0	384	1,900	20%	
5415 Printing	\$45	\$75	\$0	\$360	0	480	1,350	36%	
5420 Professional Services	\$4,462	\$1,192	\$3,535	\$1,370	\$3,917	14,476	73,700	20%	
5421 Program Supplies	0	0	0	\$6,256	1,815	8,071	14,050	57%	
5425 Publications & Legal Notices	\$64	\$155	\$0	\$0	\$0	219	1,300	17%	
5430 Radios	0	\$229	\$0	0	0	229	500	46%	
5431 Refund-Activity	0	0	0	\$0	\$0	0	0	no budget	
5435 Rent/Lease - Buildings	\$0	0	\$0	\$0	\$0	0	9,900	0%	
5440 Rent/Lease - Equipment	\$0	\$81	\$0	\$206	\$0	287	1,200	24%	
5455 Staff Development	\$123	\$1,254	\$80	\$0	\$0	1,457	11,500	13%	
5470 Telephone	\$1,344	\$4,546	\$1,610	\$1,128	\$3,158	11,785	28,900	41%	
5480 Travel/Lodging	\$0	\$777	\$0	\$0	0	777	2,000	39%	
5490 Utilities - Water	\$0	\$2,919	\$13,521	0	\$7,506	23,946	55,750	43%	
5492 Utilities - Electricity / Gas	\$0	\$11,303	\$19,118	0	\$40,968	71,389	145,300	49%	
5500 Vandalism	0	0	\$298	0	\$0	298	4,000	7%	
5466 Summer Spectacular	0	0	0	\$267	0	267	52,000	1%	
5465 Special Events Expense	0	0	0	\$3,447	0	3,447	17,500	20%	
Total services and supplies	68,795	160,665	148,912	55,848	137,664	571,883	4,474,363	13%	
Revenues:									
4110 Property Tax	0	0	0	0	0	0	3,626,569	0%	
4505 Interest	0	0	0	0	0	0	7,500	0%	
Recreation Program Revenue	0	0	0	59,706	80,358	140,064	295,541	47%	
Administration Process Fees	0	0	0	0	0	0	7,000	0%	
4260 JPA Reimbursements	0	256,663	0	0	0	256,663	1,075,523	24%	
Grant Reimbursement	0	0	0	0	0	0	0	0%	
Facility Use Revenue	0	0	(180)	1,783	88,223	89,825	202,411	44%	
4170 Special Events	0	0	0	13,274	0	13,274	80,725	16%	
4113 Franchise Fees	44,750	0	0	0	0	44,750	160,000	28%	
4600 Other Income	0	0	0	0	0	0	0	0%	
4255 Sponsorships	0	0	0	0	0	0	15,750	0%	
4165 Fire Engines Lease & Purchase	0	0	0	0	0	0	0	0%	
Total revenues	44,750	256,663	(180)	74,762	168,581	544,576	5,471,019	10%	
Expenditures:									
Salaries and employee benefits	104,495	24,001	64,809	89,885	117,718	400,908	996,500	40%	
Services and supplies	68,795	160,665	148,912	55,848	137,664	571,883	4,474,363	13%	
Capital Equipment	0	353	0	0	0	353	157,000	0%	
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	173,289	185,018	213,721	145,733	255,382	973,144	5,627,863	17%	
Excess (deficit)	(\$128,539)	\$71,645	(\$213,901)	(\$70,972)	(\$86,801)	(\$428,568)	(\$156,844)		
Contingency									
Transfers In/(Out) of General Fund									
Excess (deficit)	(\$128,539)	\$71,645	(\$213,901)	(\$70,972)	(\$86,801)	(\$428,568)	(\$156,844)		

Cameron Park Community Service District - Administration
Statement of Revenues & Expenditures - PRELIMINARY
through Five months of the Year Ended November 30, 2016.
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	Actual		Actual		Actual		YTD as of		MTD as of		YTD as of		MTD as of		Annual Budget		YTD Actual		
	FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	11/30/2015	11/30/2015	11/30/2015	11/30/2016	11/30/2016	11/30/2016	11/30/2016	11/30/2016	11/30/2016	11/30/2016	11/30/2016	FY 2016-17	FY 2016-17	as % of Budget	as % of Budget
Revenues:																			
4110 Property Tax	\$ 227,540	\$ 239,099	\$ 239,099	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 253,860	\$ 253,860	0%	0%
4113 Franchise Fees	\$ 160,778	\$ 163,396	\$ 163,396	\$ 45,713	\$ 45,713	\$ 45,713	\$ 44,750	\$ 44,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ 160,000	28%	28%
4261 Admin. Fee	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ 7,000	0%	0%
4400 Reimbursement	\$ 4,546	\$ 9,728	\$ 9,728	\$ 4,969	\$ 4,969	\$ 4,969	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	-%
4505 Interest	\$ 8,807	\$ 6,430	\$ 6,430	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ 7,500	0%	0%
4600 Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	-%
Total revenues	\$ 409,172	\$ 426,152	\$ 426,152	\$ 50,682	\$ 50,682	\$ 50,682	\$ 44,750	\$ 44,750	\$ -	\$ -	\$ -	\$ 44,750	\$ 44,750	\$ -	\$ 428,360	\$ 428,360	10%	10%	
Expenditures:																			
5000 Salaries - Permanent	\$ 98,137	\$ 138,389	\$ 138,389	\$ 55,013	\$ 55,013	\$ 55,013	\$ 46,086	\$ 46,086	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,000	\$ 156,000	30%	30%
5010 Salaries - Seasonal/PT funded	\$ 12,003	\$ 7,799	\$ 7,799	\$ 10,004	\$ 10,004	\$ 10,004	\$ 10,603	\$ 10,603	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,800	\$ 23,800	45%	45%
5135 Health - Retired	\$ 25,333	\$ 22,380	\$ 22,380	\$ 6,284	\$ 6,284	\$ 6,284	\$ 33,123	\$ 33,123	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	132%	132%
5130 Health & Dental Insurance	\$ 9,276	\$ 12,313	\$ 12,313	\$ 5,889	\$ 5,889	\$ 5,889	\$ 6,630	\$ 6,630	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,000	\$ 19,000	35%	35%
5140 Vision Insurance	\$ 187	\$ 183	\$ 183	\$ 153	\$ 153	\$ 153	\$ 107	\$ 107	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ 300	36%	36%
5150 Retirement Benefits (active)	\$ 20,599	\$ 27,830	\$ 27,830	\$ 26,913	\$ 26,913	\$ 26,913	\$ 5,855	\$ 5,855	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000	17%	17%
5160 Workers' Compensation	\$ 550	\$ 659	\$ 659	\$ 618	\$ 618	\$ 618	\$ 515	\$ 515	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	51%	51%
5180 FICA/Medicare Contribution	\$ 2,302	\$ 2,392	\$ 2,392	\$ 1,016	\$ 1,016	\$ 1,016	\$ 1,440	\$ 1,440	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	58%	58%
5190 UI/TT Contribution	\$ 963	\$ 1,732	\$ 1,732	\$ 404	\$ 404	\$ 404	\$ 136	\$ 136	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400	\$ 1,400	10%	10%
Salaries & benefits	\$ 169,350	\$ 213,675	\$ 213,675	\$ 106,294	\$ 106,294	\$ 106,294	\$ 104,495	\$ 104,495	\$ -	\$ -	\$ -	\$ 104,495	\$ 104,495	\$ -	\$ 264,000	\$ 264,000	40%	40%	
5209 Advertising/Marketing	\$ 582	\$ 2,636	\$ 2,636	\$ 156	\$ 156	\$ 156	\$ 790	\$ 790	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ 600	132%	132%
5210 Agency Administration Fee	\$ 4,314	\$ 3,363	\$ 3,363	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,500	\$ 5,500	0%	0%
5215 Agriculture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	-%
5220 Audit & Accounting	\$ 26,358	\$ 16,800	\$ 16,800	\$ 945	\$ 945	\$ 945	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	0%	0%
5221 Bank Charges	\$ 2,455	\$ 1,807	\$ 1,807	\$ 715	\$ 715	\$ 715	\$ (624)	\$ (624)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	-25%	-25%
5230 Clothing/Uniforms	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	-%
5231 Computer Software	\$ 2,021	\$ 4,564	\$ 4,564	\$ 837	\$ 837	\$ 837	\$ 1,379	\$ 1,379	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	69%	69%
5235 Contractual Services - Other	\$ 129,701	\$ 51,879	\$ 51,879	\$ 18,654	\$ 18,654	\$ 18,654	\$ 32,604	\$ 32,604	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,440	\$ 37,440	87%	87%
5240 Temporary Help Contractual Service	\$ 27,365	\$ 3,500	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	-%
5250 Director Comp	\$ -	\$ 6,600	\$ 6,600	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,400	\$ 4,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ 18,000	24%	24%
5260 EDC Department Agency	\$ 842	\$ 749	\$ 749	\$ 1,760	\$ 1,760	\$ 1,760	\$ 1,247	\$ 1,247	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ 1,800	69%	69%
5265 Educational Material	\$ -	\$ 138	\$ 138	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ 300	0%	0%
5270 Elections	\$ -	\$ 9,727	\$ 9,727	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	0%	0%
5265 Equipment-Minor/Small	\$ 173	\$ 3,949	\$ 3,949	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	0%	0%
5300 Food	\$ 951	\$ 875	\$ 875	\$ 108	\$ 108	\$ 108	\$ 867	\$ 867	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ 700	124%	124%
5305 Fuel	\$ 1,138	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	-%
5310 Government Fees/Permits	\$ 53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	-%
5315 Household Supplies	\$ -	\$ 23	\$ 23	\$ -	\$ -	\$ -	\$ 11	\$ 11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	-%
5320 Insurance	\$ 2,619	\$ 2,833	\$ 2,833	\$ 2,499	\$ 2,499	\$ 2,499	\$ 2,245	\$ 2,245	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	75%	75%
5335 Legal Services	\$ 40,680	\$ 39,038	\$ 39,038	\$ 6,149	\$ 6,149	\$ 6,149	\$ 10,302	\$ 10,302	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	34%	34%

Cameron Park Community Service District - Administration
Statement of Revenues & Expenditures - PRELIMINARY
through Five months of the Year Ended November 30, 2016.
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	Actual			Actual			Actual			YTD as of			MTD as of			Annual Budget			YTD Actual	
	FY 2013-14	FY 2014-15	FY 2015-16	11/30/2015	11/30/2016	11/30/2017	11/30/2015	11/30/2016	11/30/2017	11/30/2015	11/30/2016	11/30/2017	FY 2016-17	as % of Budget	as % of Budget	as % of Budget	as % of Budget	as % of Budget	as % of Budget	as % of Budget
Administration																				
5340 Maintenance - Vehicle Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5345 Maintenance - Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5350 Maintenance - Equipment	\$ 1,282	\$ 609	\$ 124	\$ 124	\$ 463	\$ 463	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600	41%	\$ 119	\$ 119	\$ -	\$ -	\$ -	41%
5355 Maintenance - Grounds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5360 Maintenance - Radios & Phones	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5365 Maintenance - Tires & Tubes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5370 Maintenance - Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5375 Medical Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5380 Memberships & Subscriptions	\$ 5,881	\$ 6,666	\$ 702	\$ 702	\$ 702	\$ 702	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500	94%	\$ 6,485	\$ 6,485	\$ -	\$ -	\$ -	94%
5385 Mileage Reimbursement	\$ -	\$ 209	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	76%	\$ -	\$ -	\$ -	\$ -	\$ -	76%
5395 Miscellaneous	\$ -	\$ -	\$ 20	\$ 20	\$ 20	\$ 20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5400 Office Supplies	\$ 2,494	\$ 2,413	\$ 2,021	\$ 2,021	\$ 2,021	\$ 2,021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000	59%	\$ 124	\$ 124	\$ -	\$ -	\$ -	59%
5410 Postage	\$ 766	\$ 882	\$ 196	\$ 196	\$ 196	\$ 196	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	28%	\$ 94	\$ 94	\$ -	\$ -	\$ -	28%
5415 Printing	\$ 99	\$ 341	\$ 12	\$ 12	\$ 12	\$ 12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	15%	\$ -	\$ -	\$ -	\$ -	\$ -	15%
5420 Professional Services	\$ 1,144	\$ 27,071	\$ 24,498	\$ 24,498	\$ 24,498	\$ 24,498	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,500	10%	\$ 188	\$ 188	\$ -	\$ -	\$ -	10%
5425 Publications & Legal Notices	\$ 288	\$ 493	\$ 46	\$ 46	\$ 46	\$ 46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	6%	\$ -	\$ -	\$ -	\$ -	\$ -	6%
5435 Rent/Lease - Buildings	\$ -	\$ 15	\$ 153	\$ 153	\$ 153	\$ 153	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5440 Rent/Lease - Equipment	\$ 38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5455 Staff Development	\$ 139	\$ 3,494	\$ 11	\$ 11	\$ 11	\$ 11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000	3%	\$ -	\$ -	\$ -	\$ -	\$ -	3%
5470 Telephone	\$ 2,216	\$ 2,724	\$ 1,819	\$ 1,819	\$ 1,819	\$ 1,819	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000	22%	\$ 415	\$ 415	\$ -	\$ -	\$ -	22%
5480 Travel/Lodging	\$ -	\$ 595	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	0%	\$ -	\$ -	\$ -	\$ -	\$ -	0%
5486 Tuition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5490 Utilities - Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5492 Utilities - Electricity / Gas	\$ 20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5625 Capital Equipment Expense	\$ 8,170	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%	\$ -	\$ -	\$ -	\$ -	\$ -	-%
Total services & supplies	\$ 261,790	\$ 193,990	\$ 65,888	\$ 65,888	\$ 65,888	\$ 65,888	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 199,540	34%	\$ 17,194	\$ 17,194	\$ -	\$ -	\$ -	34%
Salaries & benefits	\$ 169,350	\$ 213,675	\$ 106,294	\$ 106,294	\$ 106,294	\$ 106,294	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 264,000	40%	\$ 11,305	\$ 11,305	\$ -	\$ -	\$ -	40%
Total expenditures	\$ 431,140	\$ 407,666	\$ 172,182	\$ 172,182	\$ 172,182	\$ 172,182	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 463,540	37%	\$ 28,499	\$ 28,499	\$ -	\$ -	\$ -	37%
Total revenues	\$ 409,172	\$ 426,152	\$ 50,682	\$ 50,682	\$ 50,682	\$ 50,682	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 428,360	10%	\$ -	\$ -	\$ -	\$ -	\$ -	10%
Surplus/(deficit)	\$ (21,968)	\$ 18,486	\$ (121,500)	\$ (121,500)	\$ (121,500)	\$ (121,500)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (35,180)	365%	\$ (28,499)	\$ (28,499)	\$ -	\$ -	\$ -	365%
Transfers In/(Out) of General Fund																				

Cameron Park Community Services District - Parks
 Statement of Revenues & Expenditures - PRELIMINARY
 through Five months of the Year Ended November 30, 2016.
 ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	YTD as of 11/30/2015	MTD as of 11/1/3015	YTD as of 11/30/2016	MTD as of 11/30/2016	Annual Budget FY 2016-17	YTD Actual as % of Budget
Parks						
Revenues:						
4110 Property Tax	\$ -	\$ -	\$ -	\$ -	\$ 652,783	0%
4600 Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	-%
4190 Parks/Field Use Fees	\$ -	\$ -	\$ (180)	\$ -	\$ -	-%
Total revenues	\$ -	\$ -	\$ (180)	\$ -	\$ 652,783	0%
Expenditures:						
5000 Salaries - Permanent	\$ 77,395	\$ -	\$ 31,181	\$ 6,395	\$ 154,000	20%
5010 Salaries - Seasonal/PT funded	\$ 1,291	\$ -	\$ -	\$ -	\$ -	-%
5135 Health - Retired	\$ -	\$ -	\$ 26,657	\$ 1,430	\$ 26,000	103%
5130 Health & Dental Insurance	\$ 8,781	\$ -	\$ 3,882	\$ 715	\$ 42,000	9%
5140 Vision Insurance	\$ 299	\$ -	\$ 162	\$ 27	\$ 600	27%
5150 Retirement Benefits (active)	\$ 53,049	\$ -	\$ 1,120	\$ 524	\$ 34,000	3%
5160 Workers' Compensation	\$ 1,236	\$ -	\$ 1,545	\$ -	\$ 2,900	53%
5180 FICA/Medicare Contribution	\$ 1,135	\$ -	\$ 261	\$ 169	\$ 3,200	8%
5190 UI/TT Contribution	\$ -	\$ -	\$ -	\$ -	\$ 1,800	0%
Salaries & benefits	\$ 143,186	\$ -	\$ 64,809	\$ 9,260	\$ 264,500	25%
5209 Advertising/Marketing	\$ -	\$ -	\$ 222	\$ 222	\$ -	0%
5210 Agency Administration Fee	\$ -	\$ -	\$ -	\$ -	\$ 14,200	0%
5215 Agriculture	\$ 1,440	\$ -	\$ 509	\$ -	\$ 6,000	8%
5220 Audit & Accounting	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5221 Bank Charges	\$ -	\$ -	\$ 138	\$ -	\$ -	-%
5230 Clothing/Uniforms	\$ 568	\$ -	\$ 586	\$ -	\$ 1,500	39%
5231 Computer Software	\$ 710	\$ -	\$ 681	\$ -	\$ 1,200	57%
5235 Temporary Help Contractual Service	\$ 33,145	\$ -	\$ 49,623	\$ 8,608	\$ 40,000	124%
5240 Contractual Services - Other	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5250 Director Comp	\$ -	\$ -	\$ 300	\$ 200	\$ -	-%
5260 EDC Department Agency	\$ 880	\$ -	\$ 1,247	\$ -	\$ 800	156%
5265 Educational Material	\$ -	\$ -	\$ -	\$ -	\$ 200	0%
5270 Elections	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5275 Equipment-Minor/small	\$ 273	\$ -	\$ 1,855	\$ -	\$ 10,000	19%
5285 Fire & Safety Sup	\$ -	\$ -	\$ 589	\$ -	\$ 400	147%
5300 Food	\$ 177	\$ -	\$ 465	\$ 94	\$ 300	155%
5305 Fuel	\$ 337	\$ -	\$ -	\$ -	\$ 11,000	0%
5310 Government Fees/Perm	\$ 328	\$ -	\$ 4,195	\$ 830	\$ 8,000	52%
5315 Household Supplies	\$ 1,767	\$ -	\$ 830	\$ 328	\$ 6,000	14%
Internet	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5320 Insurance	\$ 18,116	\$ -	\$ 16,323	\$ -	\$ 17,400	94%
5335 Legal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-%

Cameron Park Community Services District - Parks
Statement of Revenues & Expenditures - PRELIMINARY
through Five months of the Year Ended November 30, 2016.
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

Parks	YTD as of 11/30/2015	MTD as of 11/1/3015	YTD as of 11/30/2016	MTD as of 11/30/2016	Annual Budget FY 2016-17	YTD Actual as % of Budget
5345 Maintenance - Buildings	\$ 5,323	\$ -	\$ 584	\$ -	\$ 6,000	10%
5350 Maintenance - Equipment	\$ 7,147	\$ -	\$ 3,289	\$ 1,224	\$ 12,000	27%
5355 Maintenance - Grounds	\$ 17,019	\$ -	\$ 9,487	\$ 3,317	\$ 45,000	21%
5360 Maintenance - Radios & Phones	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5365 Maintenance - Tires & Tubes	\$ -	\$ -	\$ 514	\$ -	\$ -	-%
5370 Maintenance - Vehicles	\$ 6,942	\$ -	\$ 1,563	\$ 129	\$ 10,000	16%
5375 Medical Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5380 Memberships & Subscriptions	\$ 108	\$ -	\$ 55	\$ -	\$ 500	11%
5385 Mileage Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5395 Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5400 Office Supplies	\$ 378	\$ -	\$ 700	\$ 184	\$ 1,150	61%
5405 Pool Chemicals	\$ 17,937	\$ -	\$ 16,991	\$ -	\$ 27,129	63%
5410 Postage	\$ -	\$ -	\$ 5	\$ -	\$ -	-%
5415 Printing	\$ -	\$ -	\$ -	\$ -	\$ 500	0%
5420 Professional Services	\$ 8,284	\$ -	\$ 3,535	\$ 938	\$ 14,000	25%
5425 Publications & Legal Notices	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5430 Radios	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5435 Rent/Lease - Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5440 Rent/Lease - Equipment	\$ -	\$ -	\$ -	\$ -	\$ 1,000	0%
5455 Staff Development	\$ 235	\$ -	\$ 80	\$ -	\$ 1,500	5%
5470 Telephone	\$ 407	\$ -	\$ 1,610	\$ 409	\$ 3,000	54%
5480 Travel/Lodging	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5490 Utilities - Water	\$ 13,143	\$ -	\$ 13,521	\$ -	\$ 28,000	48%
5492 Utilities - Electricity / Gas	\$ 20,337	\$ -	\$ 19,118	\$ 21	\$ 40,000	48%
5500 Vandalism	\$ 26	\$ -	\$ 298	\$ -	\$ 3,000	10%
5625 Capital Equipment	\$ 45	\$ -	\$ -	\$ -	\$ 95,000	0%
Total services & supplies	\$ 155,073	\$ -	\$ 148,912	\$ 16,503	\$ 404,779	37%
Salaries & benefits	\$ 143,186	\$ -	\$ 64,809	\$ 9,260	\$ 264,500	-%
Total expenditures	\$ 298,259	\$ -	\$ 213,721	\$ 25,764	\$ 669,279	32%
Total revenues	\$ -	\$ -	\$ (180)	\$ -	\$ 652,783	0%
Surplus/(deficit)	\$ (298,259)	\$ -	\$ (213,901)	\$ (25,764)	\$ (16,496)	
Transfers In/(Out) of General Fund						

Cameron Park Community Services District - Fire
Statement of Revenues & Expenditures - PRELIMINARY
through Five months of the Year Ended November 30, 2016.
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

Fire	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	YTD as of 11/30/2015	MTD as of 11/1/3015	YTD as of 11/30/2016	MTD as of 11/30/2016	Annual Budget FY 2016-17	YTD Actual as % of Budget
Revenues:									
4110 Property Tax	\$ 2,275,403	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,538,598	0%
4260 JPA Reimbursement	\$ 989,719	\$ -	\$ -	\$ -	\$ -	\$ 256,663	\$ -	\$ 1,075,523	24%
4320 Grant Reimbursement	\$ 162,787	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
4415 Fire Equipment Fund Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
4400 Reimbursement Engines	\$ 4,280	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
4165 Fire Engine Lease	\$ 45,950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
Salary Savings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
Total revenues	\$ 3,478,139	\$ -	\$ -	\$ -	\$ -	\$ 256,663	\$ -	\$ 3,614,121	7%
Expenditures:									
5000 Salaries - Permanent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5010 Salaries - Seasonal/PT funded	\$ 5,572	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5135 Health - Retired	\$ 46,647	\$ 17,290	\$ 17,290	\$ 17,290	\$ -	\$ 23,125	\$ 3,932	\$ 78,000	30%
5150 Retiree Benefits	\$ -	\$ -	\$ 35,545	\$ 35,545	\$ -	\$ -	\$ -	\$ -	-%
5160 Workers' Compensation	\$ 935	\$ 1,120	\$ 700	\$ 700	\$ -	\$ 875	\$ -	\$ 1,800	49%
5180 FICA/Medicare Contribution	\$ 426	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5190 UI/TT Contribution	\$ 54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
Salaries & benefits	\$ 53,634	\$ 18,410	\$ 53,535	\$ 53,535	\$ -	\$ 24,001	\$ 3,932	\$ 79,800	30%
5209 Advertising/Marketing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5210 Agency Administration Fee	\$ 43,145	\$ 33,625	\$ -	\$ -	\$ -	\$ 18,333	\$ -	\$ 55,000	33%
5215 Agriculture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5220 Audit & Accounting	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	0%
5221 Bank Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,540	\$ -	\$ -	-%
5230 Clothing/Uniforms	\$ 3,000	\$ 2,920	\$ 229	\$ 229	\$ -	\$ 1,569	\$ 670	\$ 2,500	63%
5231 Computer Software	\$ 1,344	\$ 1,010	\$ 1,110	\$ 710	\$ -	\$ 747	\$ -	\$ 2,500	30%
5235 Contractual Services - Other	\$ 25,739	\$ 27,341	\$ 2,091	\$ 1,017	\$ -	\$ 11,705	\$ 1,973	\$ 56,730	21%
5236 Contractual Services - Provider	\$ 2,666,439	\$ 2,651,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,285,016	0%
5240 Contractual Services - Salary Savings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ (300,000)	0%
5250 Director Comp	\$ -	\$ 749	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ 800	156%
5260 EDC Department Agency	\$ 842	\$ -	\$ 880	\$ 880	\$ -	\$ 1,247	\$ -	\$ -	-%
5265 Educational Material	\$ 57	\$ -	\$ 2,136	\$ 2,136	\$ -	\$ -	\$ -	\$ -	-%
5270 Elections	\$ -	\$ 2,041	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5275 Equipment-Minor/Small	\$ 1,954	\$ 1,561	\$ 553	\$ 57	\$ -	\$ 104	\$ -	\$ 2,000	5%
5285 Fire & Safety Supplies	\$ 3,000	\$ 18,318	\$ 129	\$ 129	\$ -	\$ 458	\$ -	\$ 1,500	31%
5295 Fire Turnouts	\$ 18,632	\$ 16,785	\$ 3,178	\$ 3,327	\$ -	\$ 15,420	\$ -	\$ 21,000	73%
5296 Fire-Volunteer/Resident	\$ 21,480	\$ 720	\$ 5,720	\$ 2,920	\$ -	\$ 1,761	\$ -	\$ 29,200	6%
5300 Food	\$ 1,582	\$ 53,635	\$ 134	\$ 134	\$ -	\$ -	\$ -	\$ 1,000	0%
5305 Fuel	\$ 70,377	\$ 508	\$ 16,077	\$ 11,931	\$ -	\$ 19,994	\$ 3,548	\$ 62,000	32%
5310 Government Fees/Perm	\$ 1,868	\$ 6,569	\$ 2,076	\$ 1,496	\$ -	\$ 1,514	\$ -	\$ 2,650	57%
5315 Household Supplies	\$ 6,660	\$ 26,276	\$ 1,955	\$ 991	\$ -	\$ 1,816	\$ 733	\$ 6,000	30%
5320 Insurance	\$ 24,212	\$ 9,764	\$ 23,114	\$ 23,114	\$ -	\$ 20,762	\$ -	\$ 21,600	96%
5335 Legal Services	\$ -	\$ 10,228	\$ 6,618	\$ -	\$ -	\$ 400	\$ 40	\$ 10,000	4%

Cameron Park Community Services District - Fire
Statement of Revenues & Expenditures - PRELIMINARY
through Five months of the Year Ended November 30, 2016.
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	YTD as of 11/30/2015	MTD as of 11/11/3015	YTD as of 11/30/2016	MTD as of 11/30/2016	Annual Budget FY 2016-17	YTD Actual as % of Budget -%
Fire									
5340 Maint.- Vehicle Supply	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14	\$ -	\$ -	-%
5345 Maintenance - Buildings	\$ 7,466	\$ 18,300	\$ 1,161	\$ 1,147	\$ -	\$ 18,471	\$ 3,804	\$ 26,200	71%
5350 Maintenance - Equipment	\$ 16,806	\$ 2,876	\$ 6,066	\$ 4,027	\$ -	\$ 2,533	\$ 2,413	\$ 25,000	10%
5355 Maintenance - Grounds	\$ 2,165	\$ 1,947	\$ 326	\$ 143	\$ -	\$ 190	\$ -	\$ 3,000	6%
5360 Maintenance - Radios & Phones	\$ 3,309	\$ 9,719	\$ 1,923	\$ 736	\$ -	\$ 174	\$ 25	\$ 2,000	9%
5365 Maintenance - Tires & Tubes	\$ 7,158	\$ 20,385	\$ 5,903	\$ 161	\$ -	\$ 1,246	\$ -	\$ 12,000	10%
5370 Maintenance - Vehicles	\$ 20,985	\$ -	\$ 6,494	\$ 4,456	\$ -	\$ 15,242	\$ 1,865	\$ 20,000	76%
5375 Medical Supplies	\$ -	\$ 863	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5380 Memberships & Subscriptions	\$ 962	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 100	\$ 850	12%
5385 Mileage Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5395 Miscellaneous	\$ 4,327	\$ 3,550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5400 Office Supplies	\$ 3,748	\$ 540	\$ 1,627	\$ 613	\$ -	\$ 1,402	\$ 753	\$ 4,000	35%
5410 Postage	\$ 192	\$ 20	\$ -	\$ -	\$ -	\$ 3	\$ -	\$ 500	1%
5415 Printing	\$ -	\$ 5,402	\$ 85	\$ 85	\$ -	\$ 75	\$ -	\$ 350	22%
5420 Professional Services	\$ 1,910	\$ 358	\$ 979	\$ 667	\$ -	\$ 1,192	\$ 972	\$ 4,200	28%
5425 Publications & Legal Notices	\$ 35	\$ 403	\$ -	\$ -	\$ -	\$ 155	\$ 155	\$ 300	52%
5430 Radios	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 229	\$ -	\$ 500	46%
5440 Rent/Lease - Equip	\$ -	\$ 5,000	\$ 103	\$ -	\$ -	\$ 81	\$ -	\$ -	-%
5455 Staff Development	\$ 5,536	\$ 12,684	\$ 12	\$ 62	\$ -	\$ 1,254	\$ 604	\$ 5,000	25%
5470 Telephone	\$ 15,086	\$ 25	\$ 3,746	\$ 1,891	\$ -	\$ 4,546	\$ 429	\$ 15,000	30%
5480 Travel/Lodging	\$ 840	\$ -	\$ 103	\$ -	\$ -	\$ 777	\$ 25	\$ 1,000	78%
5486 Tuition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
5490 Utilities - Water	\$ 8,435	\$ 9,404	\$ 2,525	\$ 1,144	\$ -	\$ 2,919	\$ -	\$ 12,000	24%
5492 Utilities - Electricity / Gas	\$ 27,397	\$ 25,316	\$ 12,429	\$ 6,575	\$ -	\$ 11,303	\$ 2,204	\$ 27,000	42%
5625 Capital Equipment	\$ 220,261	\$ 10,755	\$ -	\$ -	\$ -	\$ 353	\$ 353	\$ 56,000	1%
Reserve for Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
Fire Engine purchase and Fire Engine	\$ 45,950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
Total services & supplies	\$ 3,287,898	\$ 2,995,997	\$ 109,482	\$ 70,779	\$ -	\$ 161,031	\$ 20,866	\$ 3,479,396	5%
Salaries & benefits	\$ 53,634	\$ 18,410	\$ 53,535	\$ 53,535	\$ -	\$ 24,001	\$ 3,932	\$ 79,800	30%
Total expenditures	\$ 3,341,532	\$ 3,014,407	\$ 163,017	\$ 124,314	\$ -	\$ 185,032	\$ 24,798	\$ 3,558,196	5%
Total revenues	\$ 3,478,139	\$ -	\$ -	\$ -	\$ -	\$ 256,663	\$ -	\$ 3,614,121	7%
Surplus/(deficit)	\$ 136,608	\$ (3,014,407)	\$ (163,017)	\$ (124,314)	\$ -	\$ 71,631	\$ (24,798)	\$ 54,925	130%
Transfers In/(Out) of General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-%
Net Surplus/(deficit)	\$ 136,608	\$ (3,014,407)	\$ (163,017)	\$ (124,314)	\$ -	\$ 71,631	\$ (24,798)	\$ 54,925	-%

Cameron Park Community Services District - Recreation
Statement of Revenues & Expenditures - PRELIMINARY
through Five months of the Year Ended November 30, 2016.
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	Actual					YTD		YTD		Annual Budget FY 2016-17	Actual as % of Budget
	FY 2013-14	FY 2014-15	FY 2015-16	YTD as of 11/30/2015	MTD as of 11/30/2015	YTD as of 11/30/2016	MTD as of 11/30/2016	YTD as of 11/30/2016			
Revenues:											
4110 Property Tax	\$162,529	\$170,784	\$169,684	\$0	\$0	\$0	\$0	\$0	\$0	\$181,328	0%
4145 Youth Programs	6,937	12,968	8,378	3,945	\$0	\$2,235	(\$24)	\$2,235	(\$24)	5,434	41%
4146 Adult Programs	4,795	6,318	6,085	2,061	\$0	\$1,929	\$167	\$1,929	\$167	1,956	99%
4147 Youth Sports	32,157	41,733	46,979	28,093	\$0	\$12,677	\$399	\$12,677	\$399	26,420	48%
4148 Adult Sports	767	5,602	5,061	1,156	\$0	\$515	\$0	\$515	\$0	3,948	13%
4149 Sport Camp Revenues	12,149	9,196	18,634	1,872	\$0	\$9,117	\$231	\$9,117	\$231	10,386	88%
4170 Special Events	26,854	26,322	34,543	10,424	\$0	\$13,274	\$1,464	\$13,274	\$1,464	25,725	52%
4195 Special Event Rental	8,610	5,026	544	56	\$0	\$90	\$0	\$90	\$0	0	-%
4180 CP Lake Kiosk/Day Pass	28,780	29,652	28,591	15,775	\$0	\$27,292	\$0	\$27,292	\$0	33,600	81%
4181 CP Lake Season Pass	22,538	20,687	36,423	803	\$0	\$2,765	\$79	\$2,765	\$79	20,291	14%
4182 CP Lake Reservations	8,622	5,714	5,119	1,609	\$0	\$1,513	\$0	\$1,513	\$0	8,190	18%
4184 CP Lake Concessions	8,782	5,540	5,327	2,183	\$0	\$3,176	\$0	\$3,176	\$0	8,000	40%
4190 Park/Field Use Fees	27,154	21,370	20,736	2,146	\$0	\$180	\$0	\$180	\$0	24,500	1%
4255 Sponsorships	13,803	5,264	6,926	0	\$0	\$0	\$0	\$0	\$0	15,750	0%
4220 Summer Spectacular	50,942	51,331	34,039	0	\$0	\$0	\$0	\$0	\$0	55,000	0%
4255 Sponsorships Ads	2,393	1,000	1,325	825	\$0	\$0	\$0	\$0	\$0	3,800	0%
4209 Brochure Ads	0	0	0	0	\$0	\$0	\$0	\$0	\$0	0	-%
4250 Donations	0	0	0	0	\$0	\$0	\$0	\$0	\$0	0	-%
4400 Reimbursement (vending)	1,273	329	176	176	\$0	\$0	\$0	\$0	\$0	2,500	0%
Total revenues	419,084	418,834	428,569	71,124	0	74,762	2,316	74,762	2,316	426,828	18%
Expenditures:											
5000 Salaries - Permanent	64,307	49,965	76,788	26,571	\$0	\$24,102	\$3,829	\$24,102	\$3,829	84,000	29%
5010 Salaries - Seasonal/PT funded	28,186	44,781	33,935	19,437	\$0	\$23,151	\$170	\$23,151	\$170	60,000	39%
5135 Health - Retired	0	0	0	0	\$0	\$21,772	\$0	\$21,772	\$0	0	-%
5130 Health & Dental Insurance	25,318	21,274	20,953	6,270	\$0	\$14,710	\$1,748	\$14,710	\$1,748	32,000	46%
5140 Vision Insurance	443	352	422	187	\$0	\$224	\$33	\$224	\$33	500	45%
5150 Retirement Benefits (active)	16,332	15,418	21,788	15,941	\$0	\$3,241	\$591	\$3,241	\$591	29,000	11%
5160 Workers' Compensation	990	1,186	1,483	741	\$0	\$927	\$0	\$927	\$0	1,800	52%
5180 FICA/Medicare Contribution	3,049	3,624	3,552	1,025	\$0	\$1,757	\$58	\$1,757	\$58	5,600	31%
5190 UI/TT Contribution	2,605	3,156	3,906	0	\$0	\$0	\$0	\$0	\$0	3,600	0%
Salaries & benefits	141,229	139,757	162,827	70,173	0	89,885	6,428	89,885	6,428	216,500	42%
5209 Advertising/Marketing	29,847	30,964	34,094	11,156	\$0	\$10,687	\$843	\$10,687	\$843	30,000	36%
5210 Agency Admin	3,082	2,402	3,860	0	\$0	\$0	\$0	\$0	\$0	3,700	0%
5220 Audit & Accounting	0	0	0	0	\$0	\$0	\$0	\$0	\$0	0	-%
5221 Bank Charges	2,121	3,183	4,247	1,793	\$0	\$1,694	\$0	\$1,694	\$0	3,000	56%
5230 Clothing/Uniforms	874	0	0	0	\$0	\$53	\$53	\$53	\$53	0	-%
5231 Computer Software	3,281	3,217	3,174	3,174	\$0	\$3,068	\$0	\$3,068	\$0	4,000	77%
5235 Contractual Services - Other	10,289	17,964	6,358	3,300	\$0	\$10,036	\$2,412	\$10,036	\$2,412	10,000	100%
5240 Temporary Help Contractual Service	0	0	0	0	\$0	\$0	\$0	\$0	\$0	0	-%
5250 Director Comp	0	0	0	0	\$0	\$0	\$0	\$0	\$0	0	-%
5260 EDC Department Agency	842	749	880	880	\$0	\$1,247	\$0	\$1,247	\$0	800	156%
5265 Educational Material	0	0	0	0	\$0	\$0	\$0	\$0	\$0	0	-%

Cameron Park Community Services District - Recreation
Statement of Revenues & Expenditures - PRELIMINARY
through Five months of the Year Ended November 30, 2016.
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	Actual			Actual FY 2015-16	YTD as of 11/30/2015	MTD as of 11/30/2015	YTD as of 11/30/2016	MTD as of 11/30/2016	Annual Budget FY 2016-17	YTD Actual as % of Budget
	FY 2013-14	FY 2014-15	FY 2015-16							
Recreation										
5270 Elections	0	0	0	0	\$0	\$0	\$0	\$0	0	-%
5275 Equipment-Minor/Small	0	997	0	0	\$0	\$0	\$0	\$0	500	0%
5282 Refund - Deposit	5,342	0	0	0	\$0	\$0	\$0	\$0	0	-%
5285 Fire & Safety Supplies	0	0	0	0	\$0	\$0	\$0	\$0	0	-%
5300 Food	2,457	3,140	266	266	\$0	\$420	\$31	\$31	2,100	20%
5305 Fuel	0	0	0	0	\$0	\$0	\$0	\$0	0	-%
5310 Government Fees/Perm	0	0	0	0	\$0	\$0	\$0	\$0	0	-%
5315 Household Supplies	146	0	0	0	\$0	\$0	\$0	\$0	0	-%
5316 Instructors	17,208	23,244	8,396	8,396	\$0	\$8,593	\$0	\$0	16,500	52%
5320 Insurance	7,428	7,564	6,922	6,872	\$0	\$6,172	\$0	\$0	7,800	79%
5335 Legal Services	0	0	820	820	\$0	\$0	\$0	\$0	0	-%
5350 Maintenance - Equipment	1,726	717	188	188	\$0	\$240	\$59	\$59	1,500	16%
5380 Memberships & Subscriptions	248	248	185	185	\$0	\$185	\$0	\$0	228	81%
5385 Mileage Reimbursement	0	0	0	0	\$0	\$0	\$0	\$0	0	-%
5395 Miscellaneous	0	0	0	0	\$0	\$0	\$0	\$0	0	-%
5400 Office Supplies	875	1,109	158	158	\$0	\$327	\$96	\$96	900	36%
5410 Postage	258	412	319	319	\$0	\$94	\$0	\$0	400	24%
5415 Printing	0	0	270	270	\$0	\$360	\$0	\$0	0	-%
5420 Professional Services	5,699	5,702	1,418	1,418	\$0	\$1,370	\$288	\$288	5,000	27%
5421 Program Supplies	11,593	9,866	4,444	4,444	\$0	\$6,256	\$0	\$0	7,250	86%
5425 Publications & Legal Notices	0	0	0	0	\$0	\$0	\$0	\$0	0	-%
5431 Refund - Activity	1,095	0	(55)	(55)	\$0	\$0	\$0	\$0	0	-%
5435 Rent/Lease - Bldgs	91	920	0	0	\$0	\$0	\$0	\$0	900	0%
5440 Rent/Lease - Equip	0	0	0	0	\$0	\$206	\$88	\$88	200	103%
5455 Staff Development	309	481	0	0	\$0	\$0	\$0	\$0	500	0%
5470 Telephone	3,735	1,736	771	771	\$0	\$1,128	\$210	\$210	2,500	45%
5480 Travel/Lodging	0	0	0	0	\$0	\$0	\$0	\$0	0	-%
5625 Capital Equipment	(8)	0	0	0	\$0	\$0	\$0	\$0	0	-%
5466 Summer Spectacular	47,713	46,184	0	0	\$0	\$267	\$0	\$0	52,000	1%
5465 Special Events Expense	3,850	4,748	361	361	\$0	\$3,447	\$0	\$0	17,500	20%
Total services & supplies	160,100	165,546	77,076	44,717	0	55,848	4,080	167,278	33%	-%
Salaries & benefits	141,229	139,757	162,827	70,173	0	89,885	6,428	216,500	42%	-%
Total expenditures	301,329	303,303	239,903	114,890	0	145,733	10,508	383,778	38%	42%
Total revenues	419,084	418,834	428,569	71,124	0	74,762	2,316	426,828	18%	38%
Transfers In/(Out) of General Fund	\$117,755	\$113,532	\$188,666	(\$43,766)	\$0	(\$70,972)	(\$8,192)	\$43,050	-165%	-165%

Cameron Park Community Services District - Community Center
Statement of Revenues & Expenditures - PRELIMINARY
through Five months of the Year Ended November 30, 2016.
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

Community Center	Actual FY 2015-16	YTD as of 11/30/2015	MTD as of 11/1/2015	YTD as of 11/30/2016	MTD as of 11/30/2016	Annual Budget FY 2016-17	YTD Actual as % of Budget
Revenues:							
4145 CC Youth Programs	\$6,086	\$6,086	-	\$ 7,482	\$ 721	\$20,297	37%
4146 CC Adult Programs	\$12,791	12,791	-	12,573	1,853	34,606	36%
4150 Pre-School Program	\$0	0	-	-	-	0	-%
4151 Teen Center/Activities	\$0	0	-	-	-	0	-%
4170 CC Special Events/Concerts	\$77	77	-	-	-	0	-%
4153 Senior Program	\$3,434	3,434	-	3,287	-	5,250	63%
4183 Summer Kids Camp	\$17,639	17,639	-	31,265	-	42,000	74%
4184 CC Concessions	\$643	643	-	598	-	1,500	40%
4185 Community Center Rentals	\$41,215	41,215	-	19,415	-	38,588	50%
4186 Gym Use Fees/Programs	\$3,628	3,628	-	8,240	-	10,668	77%
4187 Community Center Pool	\$40,373	40,373	-	59,971	-	128,655	47%
4147 Youth Sports	\$6,907	6,907	-	23,114	10,072	52,243	44%
4148 Adult Sports	\$1,470	1,470	-	2,638	124	15,120	17%
4255 Sponsorships	\$0	0	-	-	-	0	-%
Total revenues	134,264	134,264	0	168,581	12,770	348,927	48%
Expenditures:							
5000 Salaries - Permanent	\$0	0	-	1,843	-	37,000	5%
5010 Salaries - Seasonal/PT funded	\$45,252	45,252	-	53,078	70	99,000	54%
5130 Health & Dental Insurance	\$1,326	1,326	-	8,401	349	15,000	56%
5140 Vision Insurance	\$0	0	-	-	-	200	0%
5150 Retirement Benefits (active)	\$7,159	7,159	-	891	170	4,500	20%
5160 Workers' Compensation	\$824	824	-	1,030	-	2,000	51%
5180 FICA/Medicare Contribution	\$3,455	3,455	-	4,007	5	9,000	45%
5190 UI/TT Contribution	\$3,740	3,740	-	3,215	-	5,000	64%
Salaries & benefits	61,756	61,756	0	72,466	594	171,700	42%
5209 Advertising/Marketing	\$1,215	1,215	-	713	25	9,500	8%
5210 Agency Administration Fee	\$0	0	-	-	-	0	-%
5215 Agriculture	\$75	75	-	-	-	1,500	0%
5220 Audit & Accounting	\$0	0	-	-	-	0	-%
5221 Bank Charges	\$3,456	3,456	-	2,035	-	6,500	31%
5230 Clothing/Uniforms	\$0	0	-	-	-	400	0%
5231 Computer Software	\$3,174	3,174	-	3,065	-	3,500	88%
5235 Temporary Help Contractual Service	\$35,180	35,180	-	22,448	2,974	91,720	24%
5240 Contract Services - Other	\$0	0	-	-	-	0	-%
5250 Director Comp	\$0	0	-	-	-	0	-%
5260 EDC Department Agency	\$0	0	-	12	12	0	-%
5265 Educational Material	\$0	0	-	-	-	500	0%
5270 Elections	\$0	0	-	-	-	0	-%
5275 Equipment-Minor/Small	\$2,333	2,333	-	1,033	-	5,000	21%
5285 Fire & Safety Supplies	\$0	0	-	83	-	1,000	8%
5290 Fire Prevention & Inspection	\$0	0	-	-	-	0	-%
5282 Refund - Deposit	\$0	0	-	-	-	0	-%
5300 Food	\$274	274	-	260	24	300	87%
5310 Government Fees/Perm	\$146	146	-	98	-	4,500	2%

Cameron Park Community Services District - Community Center
Statement of Revenues & Expenditures - PRELIMINARY
through Five months of the Year Ended November 30, 2016.
ALL 2015/2016 NUMBERS CONSIDERED SOFT AS YEAR IS NOT YET CLOSED

	Actual FY 2015-16	YTD as of 11/30/2015	MTD as of 11/1/3015	YTD as of 11/30/2016	MTD as of 11/30/2016	Annual Budget FY 2016-17	YTD Actual as % of Budget
Community Center							
5315 Household Supplies	\$4,294	\$ 4,294	\$ -	\$ 2,463	\$ 1,167	9,000	27%
5316 Instructors	\$16,364	\$ 16,364	\$ -	\$ 15,211	\$ -	44,200	34%
5320 Insurance	\$9,995	\$ 9,995	\$ -	\$ 8,978	\$ -	10,200	88%
5335 Legal Services	\$600	\$ 600	\$ -	\$ -	\$ -	0	-%
5340 Maintenance - Vehicles	\$0	\$ -	\$ -	\$ 373	\$ 114	12,000	3%
5345 Maintenance - Buildings	\$5,901	\$ 5,901	\$ -	\$ 6,195	\$ 1,327	-	-%
5350 Maintenance - Equipment	\$7,542	\$ 7,542	\$ -	\$ 4,885	\$ 419	13,000	38%
5355 Maintenance - Grounds	\$2,633	\$ 2,633	\$ -	\$ 349	\$ 130	2,500	14%
5360 Maintenance - Radio & Phones	\$0	\$ 0	\$ -	\$ -	\$ -	0	-%
5370 Maintenance - Vehicles	\$315	\$ 315	\$ -	\$ -	\$ -	0	-%
5375 Medical Supplies	\$0	\$ 0	\$ -	\$ 150	\$ -	200	75%
5380 Memberships & Subscriptions	\$0	\$ 0	\$ -	\$ -	\$ -	0	-%
5385 Mileage Reimbursement	\$340	\$ 340	\$ -	\$ 2,166	\$ 788	5,200	42%
5395 Miscellaneous	\$0	\$ 0	\$ -	\$ -	\$ -	0	-%
5400 Office Supplies	\$466	\$ 466	\$ -	\$ 1,725	\$ 1,481	1,800	96%
5405 Pool Chemicals	\$7,279	\$ 7,279	\$ -	\$ 8,432	\$ -	28,900	29%
5410 Postage	\$103	\$ 103	\$ -	\$ -	\$ -	0	-%
5415 Printing	\$0	\$ 0	\$ -	\$ -	\$ -	200	0%
5420 Professional Services	\$2,134	\$ 2,134	\$ -	\$ 3,917	\$ 1,513	8,000	49%
5421 Program Supplies	\$4,406	\$ 4,406	\$ -	\$ 1,815	\$ -	6,800	27%
5425 Publications & Legal Notices	\$0	\$ 0	\$ -	\$ -	\$ -	0	-%
5431 Refund - Activity	\$0	\$ 0	\$ -	\$ -	\$ -	0	-%
5435 Rent/Lease - Bldgs	\$0	\$ 0	\$ -	\$ -	\$ -	9,000	0%
5440 Rent/Lease - Equip	\$0	\$ 0	\$ -	\$ -	\$ -	0	-%
5455 Staff Development	\$0	\$ 0	\$ -	\$ -	\$ -	500	0%
5470 Telephone	\$1,409	\$ 1,409	\$ -	\$ 3,158	\$ 720	2,400	132%
5486 Tuition	\$0	\$ 0	\$ -	\$ -	\$ -	0	-%
5490 Water	\$6,876	\$ 6,876	\$ -	\$ 7,506	\$ -	15,750	48%
5492 Utilities - Electricity / Gas	\$33,456	\$ 33,456	\$ -	\$ 40,968	\$ 3,491	78,300	52%
5500 Vandalism	\$0	\$ 0	\$ -	\$ -	\$ -	1,000	0%
5625 Capital Equipment	\$0	\$ 0	\$ -	\$ -	\$ -	6,000	0%
Total services & supplies	147,867	147,867	0	138,036	14,184	379,370	36%
Salaries & benefits	61,756	61,756	0	72,466	594	171,700	42%
Total expenditures	209,623	209,623	0	210,502	14,778	551,070	38%
Total revenues	134,264	134,264	0	168,581	12,770	348,927	48%
Surplus/(deficit)	(75,359)	(75,359)	0	(41,922)	(2,008)	(202,143)	21%
Transfers In/(Out) of General Fund							
Net Surplus/(deficit)	(\$75,359)	(\$75,359)	\$0	(\$41,922)	(\$2,008)	(\$202,143)	

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

Prior Year: FY 2015-16 ACTUAL (UNAUDITED)

General Fund:	Community Center				FY 2015-16 General Fund Budget	Actual as % of Budget
	Administration	Fire & JPA	Parks	Recreation		
Expenditures:						
5000 Salaries - Permanent	55,013	0	175,305	76,788	307,105	71%
5010 Salaries - Seasonal/PT/Funded	10,004	0	0	33,935	89,191	54%
5135 Health - Retired	6,284	17,290	7,885	0	31,459	27%
5130 Health & Dental Insurance	5,889	0	21,940	20,953	50,108	49%
5140 Vision Insurance	153	0	564	422	1,275	86%
5150 Retirement Benefits (active)	26,913	0	37,286	21,788	93,146	112%
5160 Workers' Compensation	618	700	2,471	1,483	6,095	78%
5180 FICA/Medicare Contribution	1,016	0	2,567	3,552	10,589	55%
5190 UI/JTT Contribution	404	0	1,302	3,906	9,352	82%
Total salaries and benefits	106,294	17,990	249,319	162,827	598,322	63%
5209 Advertising/Marketing	156	0	169	34,094	35,634	89%
5210 Agency Administration Fee	0	0	13,896	3,860	17,756	24%
5215 Agriculture	0	0	9,155	0	9,230	123%
5220 Audit & Accounting	945	0	0	0	945	4%
5221 Bank Charges	715	0	0	4,247	8,418	70%
5230 Clothing/Uniforms	0	229	1,696	0	1,925	44%
5231 Computer Software	837	1,110	710	3,174	9,005	71%
5240 Contractual Services - other	18,654	2,091	0	0	20,745	83%
5235 Contractual Services	0	0	104,085	6,358	145,623	113%
5236 Contractual Services - Provider	0	0	0	0	0	0%
5250 Directors Compensation	4,000	0	0	0	4,000	22%
5260 EDC Department Agency	1,760	880	880	880	4,399	137%
5265 Educational Material	0	2,136	0	0	2,136	267%
5270 Elections	0	0	0	0	0	0%
5275 Equipment-Minor/Small Tools	0	553	8,767	0	9,554	53%
5282 Deposit Refund	0	0	0	0	0	0%
5285 Fire & Safety Supplies	0	129	842	0	971	33%
5290 Fire Prevention & Inspection	0	0	0	0	0	0%
5295 Fire Turnouts	0	3,178	0	0	3,178	0%
5296 Fire-Volunteer/Resident	0	5,720	0	0	5,720	20%
5300 Food	108	134	530	266	1,313	22%
5305 Fuel	0	16,077	5,543	0	21,620	30%
5310 Government Fees/Permits	0	2,076	8,856	0	11,079	88%
5315 Household Supplies	0	1,955	11,263	0	17,512	88%
5316 Instructors	0	0	8,396	8,396	24,759	37%
5320 Insurance	2,499	23,114	18,116	6,922	60,646	83%
5335 Legal Services	6,149	6,618	4,064	820	30,000	61%

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

Prior Year: FY 2015-16 ACTUAL (UNAUDITED)

General Fund:	FY 2015-16 ACTUAL					Community Center	06/30/16 Actual	FY 2015-16 General Fund Budget	Actual as % of Budget
	Administration	Fire & JPA	Parks	Recreation					
5345 Maintenance - Buildings	0	1,161	7,287	0	0	0	8,448	28,000	30%
5350 Maintenance - Equipment	124	6,066	17,089	188	7,542	0	31,009	50,500	61%
5355 Maintenance - Grounds	463	326	47,077	0	2,633	0	50,499	44,500	113%
5360 Maintenance - Radios & Phones	0	1,923	0	0	0	0	1,923	1,000	192%
5365 Maintenance - Tires & Tubes	0	5,903	1,689	0	0	0	7,592	10,000	76%
5370 Maintenance - Vehicles	0	6,494	12,863	0	315	0	19,672	25,000	79%
5375 Medical Supplies	0	0	0	0	0	0	0	200	0%
5380 Memberships & Subscriptions	702	0	108	185	0	0	995	8,575	12%
5385 Mileage Reimbursement	0	0	0	0	340	0	340	5,600	6%
5395 Miscellaneous	20	0	44	0	0	0	64	0	0%
5400 Office Supplies	2,021	1,627	2,489	158	466	0	6,762	10,350	65%

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

Prior Year: FY 2015-16 ACTUAL (UNAUDITED)

General Fund:	FY 2015-16 ACTUAL				Community Center	06/30/16 Actual	FY 2015-16 General Fund Budget	Actual as % of Budget
	Administration	Fire & JPA	Parks	Recreation				
5405 Pool Chemicals	0	0	37,930	0	7,279	45,209	65,000	70%
5410 Postage	196	0	0	319	103	618	1,900	33%
5415 Printing	12	85	176	270	0	543	1,350	40%
5420 Professional Services	24,498	979	25,745	1,418	2,134	54,775	86,100	64%
5421 Program Supplies	0	0	0	4,444	4,406	8,850	24,100	37%
5425 Publications & Legal Notices	46	0	710	0	0	756	650	116%
5430 Radios	0	0	0	0	0	0	500	0%
5431 Refund-Activity	0	0	0	(55)	0	(55)	0	0%
5435 Rent/Lease - Buildings	153	0	0	0	0	153	8,500	2%
5440 Rent/Lease - Equipment	0	0	771	0	0	771	1,570	49%
5455 Staff Development	11	12	205	0	0	228	14,200	2%
5470 Telephone	1,819	3,746	936	771	1,409	8,681	25,300	34%
5480 Travel/Lodging	0	103	0	0	0	103	2,000	5%
5486 Tuition	0	0	0	0	0	0	0	0%
5490 Utilities - Water	0	2,525	27,229	0	6,876	36,630	55,750	66%
5492 Utilities - Electricity / Gas	0	12,429	41,524	0	33,456	87,409	145,300	60%
5500 Vandalism	0	0	7,864	0	0	7,864	1,000	786%
5466 Summer Spectacular	0	0	0	0	0	0	52,000	0%
5465 Special Events Expense	0	0	0	361	0	361	17,500	2%
Total services and supplies	65,888	109,379	420,310	77,076	141,966	814,619	4,679,592	17%
Revenues:								
Property Tax	0	0	610,863	169,684		780,547	3,555,460	22%
Interest	0					0	7,500	0%
Recreation Program Revenue				204,110	49,048	253,157	306,719	83%
Administration Process Fees	0					0	7,000	0%
JPA Reimbursements		0				0	1,056,705	0%
Grant Reimbursement	0	0	0			0	0	0%
Facility Use Revenue			0	20,736	85,216	105,952	184,510	57%
Special Events				34,039		34,039	52,000	65%
Franchise Fees	45,713					45,713	160,000	29%
Other Income	4,969	0				4,969	0	0%
Sponsorships						0	15,000	0%
Fire Engines Lease & Purchase		0				0	0	0%
Total revenues	50,682	0	610,863	428,569	134,264	1,224,377	5,344,894	23%
Expenditures:								
Salaries and employee benefits	106,294	17,990	249,319	162,827	61,756	598,322	942,846	63%
Services and supplies	65,888	109,379	420,310	77,076	141,966	814,619	4,679,592	17%

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

Prior Year: FY 2015-16 ACTUAL (UNAUDITED)

General Fund:	Administration	Fire & JPA	Parks	Recreation	Community Center	06/30/16 Actual	FY 2015-16 General Fund Budget	Actual as % of Budget
Capital Equipment	0	0	100,723	0	0	100,723	164,479	61%
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	172,182	127,369	770,352	239,903	203,721	1,513,663	5,786,917	26%
Excess (deficit)	(121,500)	(127,369)	(159,489)	188,666	(69,458)	(289,285)	(442,023)	65%
Contingency								
Excess (deficit)	(121,500)	(127,369)	(159,489)	188,666	(69,458)	(289,285)	(442,023)	

*Cameron Park
Community Services District*

Agenda Transmittal

DATE: December 21, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #5: **BOARD REORGANIZATION: ELECTION OF PRESIDENT AND VICE PRESIDENT**

RECOMMENDED ACTION: Nominate and Elect Board of Directors' President and Vice President

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

December is the month that a new District Board President and Vice President are elected. President and Vice President positions will be determined with a majority vote.

Please Note:
Board members will submit their committee requests to the elected Board President or General Manager after this meeting. The President will take the requests under advisement and will announce the assignments at the January, 2017, Board of Directors' meeting.

Agenda Transmittal

DATE: December 21, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #6: **FISCAL YEAR 2016/17 PROJECT UPDATES**

RECOMMENDED ACTION: Receive and File

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

Below are projects the district is currently working on.

The Cameron Park Community Services District's (CPCSD) Resolutions No. 2016-19 (Resolution Making Amended Findings Regarding Unexpended Fire Impact Fees) and No. 2016-20 (Resolution Making Amended Findings Regarding Unexpended Park Impact Fees) were on the El Dorado County Board of Supervisors' meeting agenda on December 13th as part of the Mitigation Fee Act related to the development impact mitigation fee collected by the County. The Board of Supervisors approved the resolutions. The next step will be the CPCSD working with the County on a collection agreement.

Initial interviews were held to fill the CPCSD Marketing/Community Outreach Specialist and Parks Maintenance Worker I positions. Staff will conduct second interviews and move through the selection process. The Board will be updated on these positions in January.

The work on Northview Park has been completed and a grand opening will be scheduled in January. The beautiful new trail is Americans with Disabilities Act (ADA) compliant and is in heavy use with walkers and strollers and has been great for those who have mobility limitations.

The Winter/Spring 2017 Activity Guide has been distributed. Highlights include a concert with Lacy J. Dalton (March 4th), bicycle classes and events (maintenance class, tune up class, safety rodeo, etc.), fly fishing clinic, weight loss class and a trip to Cuba! Please not additional ads and more photos and icons.

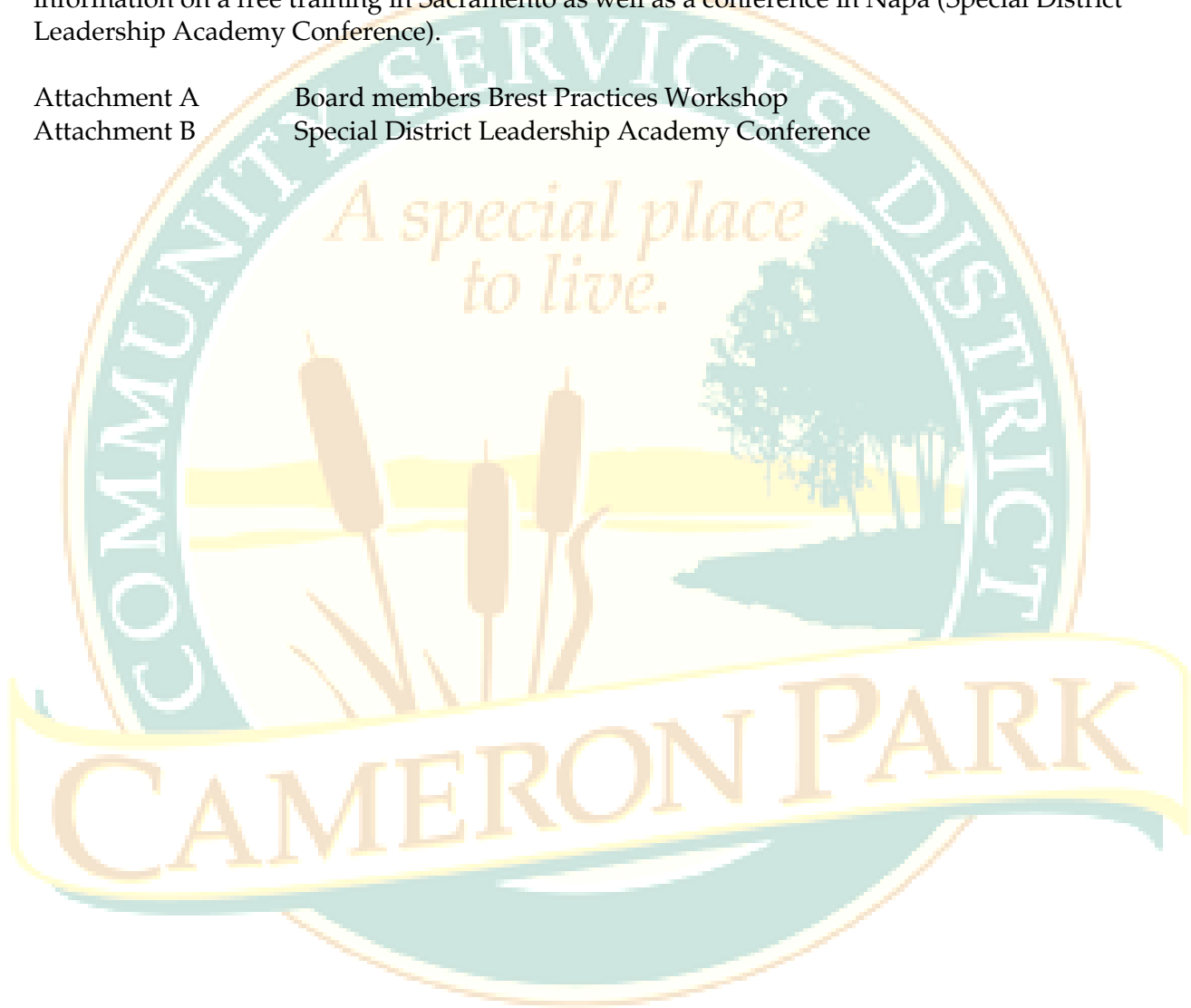
Staff met with the Shingle Springs/Cameron Park Chamber of Commerce to discuss opportunities for more collaborations with the business community. We also reviewed the upcoming calendar of events for 2017.

The General Manager is working with the Parks Superintendent to finalize the weed abatement details for park and open space inventory. This will include details such as:

- Park/open space title
- Acreage
- Type of fuel
- Estimated hours and cost for cleaning

There will be upcoming training opportunities for Board members (see attached). Attached is information on a free training in Sacramento as well as a conference in Napa (Special District Leadership Academy Conference).

Attachment A Board members Best Practices Workshop
Attachment B Special District Leadership Academy Conference



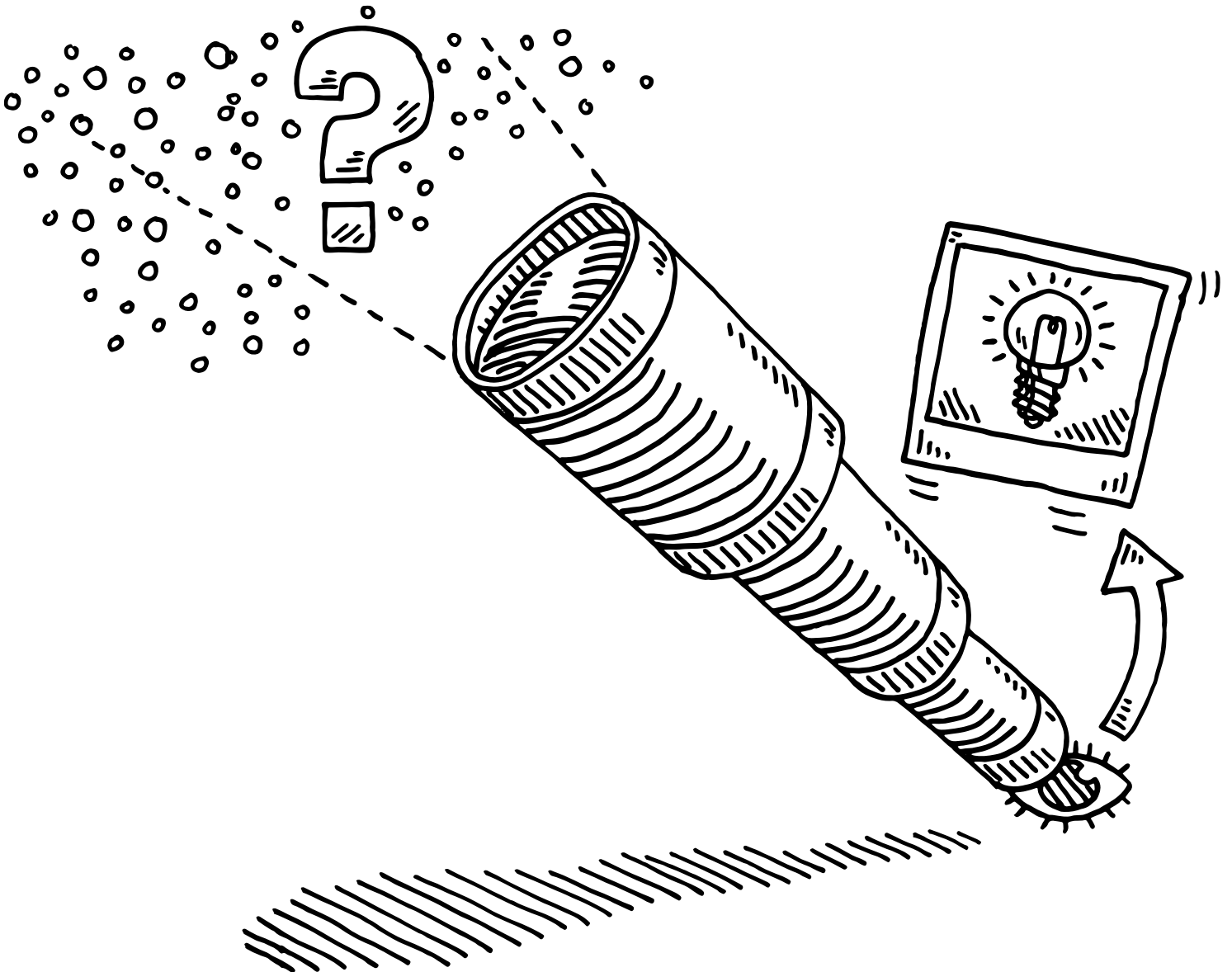


**California Special
Districts Association**
Districts Stronger Together

New

**BOARD MEMBER
BEST PRACTICES
WORKSHOP**

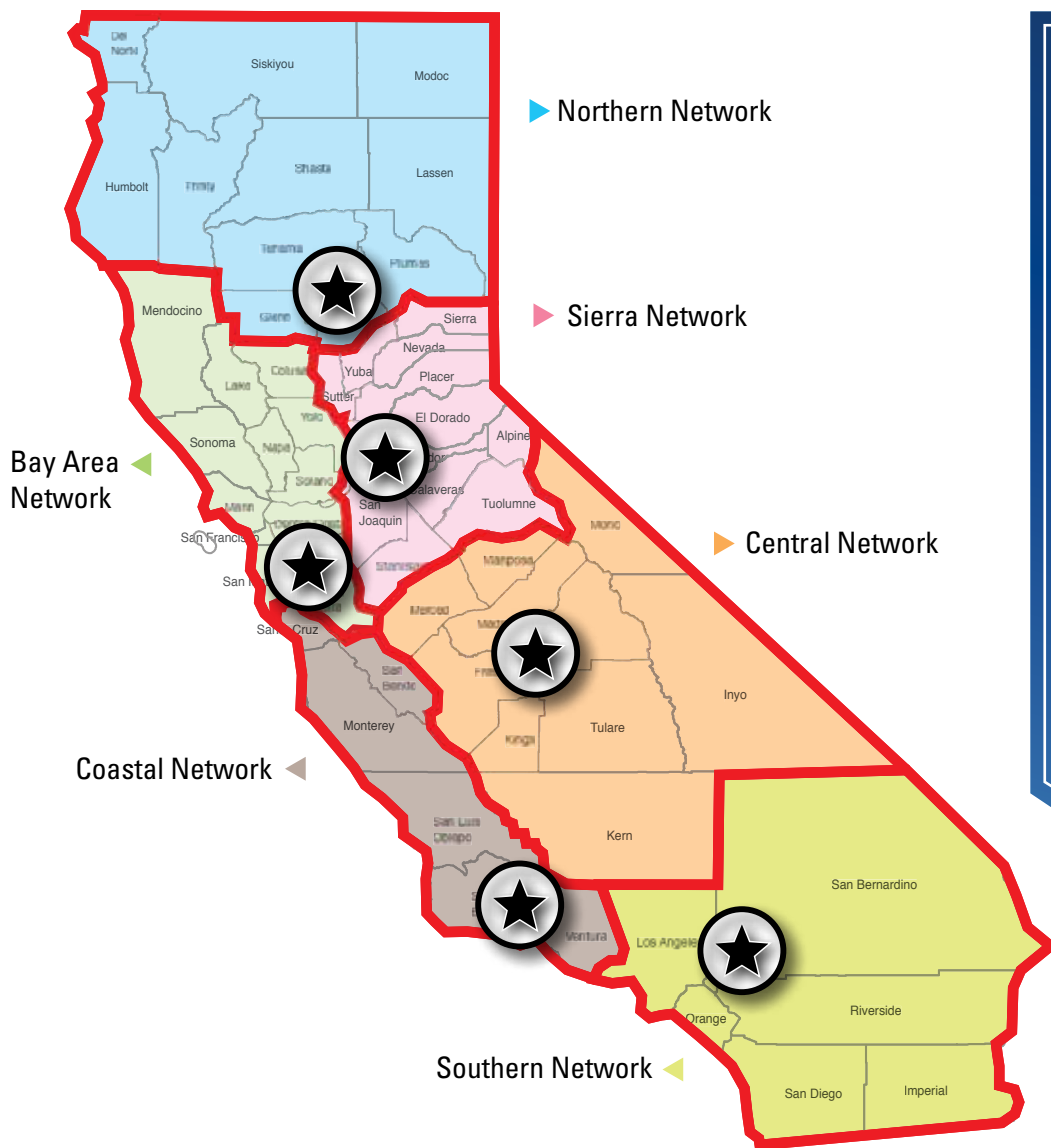
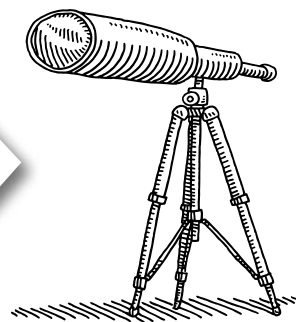
- CONVENIENT
- AFFORDABLE
- EDUCATIONAL



Local

BOARD TRAININGS CLOSE TO HOME!

ONE HELD IN EACH OF CSDA'S DISTRICT NETWORKS for your convenience!



BOARD MEMBER BEST PRACTICES WORKSHOP

MEETS ETHICS TRAINING REQUIREMENT
EARN SDRMA CREDIT INCENTIVE POINTS

AGENDA

8:30 – 9:00 A.M.
REGISTRATION

9:00 A.M. – 12:00 P.M.
WORKSHOP

12:00 – 1:00 P.M.
LUNCH PROVIDED AND
DISTRICT NETWORK DISCUSSION

COST

FREE - SDRMA MEMBER
\$50 - CSDA MEMBER
\$75 - NON-MEMBER

Find one near you!

January 19, 2017 – SOUTHERN NETWORK

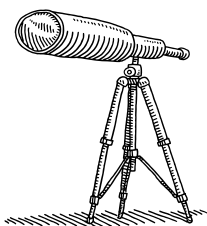
February 9, 2017 – CENTRAL NETWORK

January 26, 2017 – COASTAL NETWORK

February 16, 2017 – BAY AREA NETWORK

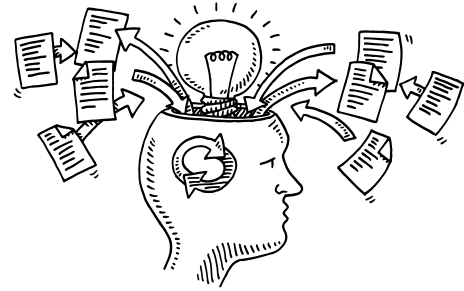
February 3, 2017 – SIERRA NETWORK

February 23, 2017 – NORTHERN NETWORK



Wow

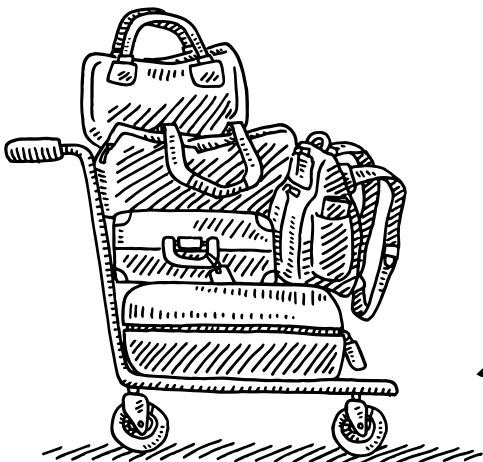
GREAT BOARDS ARE MADE UP OF GREAT BOARD MEMBERS



GREAT BOARDS ARE MADE UP OF GREAT BOARD MEMBERS: they have a unity of purpose and a shared vision for their district. They may not always agree, but they come together when it counts for the good of the district and their constituents. Get your start, or continue down the path, of being a great board member with the following professional development events tailored to the unique needs of California's special district board members and trustees.

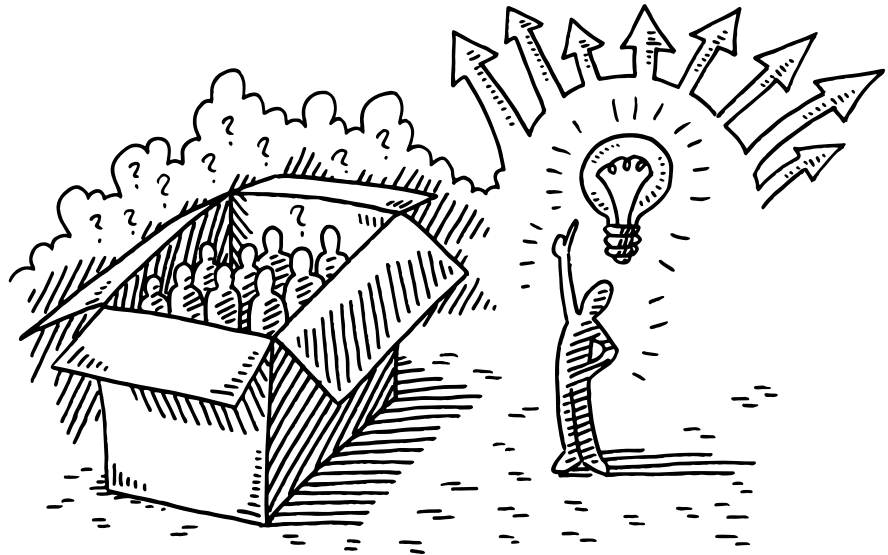
OUR BOARD MEMBER BEST PRACTICES WORKSHOP will get you up to speed quickly and with six workshops – one in each of CSDA's District NetWorks - there is sure to be one close to home.

This **fast-paced and informative session covers all of the essential best practices of serving as a board member or trustee of a special district.** As an introduction to CSDA's Special District Leadership Academy, this session will highlight: the roles of board members and staff; policies and procedures your district should consider to ensure effective governance; and general ethics principles related to special districts including an overview of laws affecting special districts (among other important topics).



*No need to bring
your luggage!*

Packaged for you...



January 19, 2017 – [SOUTHERN NETWORK](#) – THREE VALLEYS MUNICIPAL WATER DISTRICT: 1021 E. MIRAMAR AVENUE, CLAREMONT, CA 91711

January 26, 2017 – [COASTAL NETWORK](#) – SANTA YNEZ COMMUNITY SERVICES DISTRICT: 1070 FARADAY STREET, SANTA YNEZ, CA 93460

February 3, 2017 – [SIERRA NETWORK](#) – CSDA TRAINING CENTER, 1112 I STREET, SUITE 250, SACRAMENTO, CA 95814

February 9, 2017 – [CENTRAL NETWORK](#) – CLOVIS VETERANS MEMORIAL DISTRICT, 808 4TH STREET, CLOVIS, CA 93612

February 16, 2017 – [BAY AREA NETWORK](#) – SANTA CLARA VALLEY WATER DISTRICT, 5750 ALMADEN EXPRESSWAY, SAN JOSE, CA 95118

February 23, 2017 – [NORTHERN NETWORK](#) – SHASTA MOSQUITO & VECTOR CONTROL DISTRICT, 19200 LATONA ROAD, ANDERSON, CA 96007

Don't forget!

BOARD MEMBERS AND TRUSTEES ARE REQUIRED TO RECEIVE THE FOLLOWING TRAINING:

Required Ethics AB 1234 Compliance Training – Every two years if you receive compensation or are reimbursed for your expenses. This is a best practice for all board members/trustees.

You can satisfy this requirement one of four ways:

- Live Ethics Compliance webinar: March 16, 2017 from 10:00 a.m. – 12:00 p.m.
- Participating in the Board Member Best Practices workshop.
- On-Demand Ethics Compliance webinar: available on-demand at www.csdanet.net. You can watch anytime, anywhere, and print your own certificate.
- Ethics Compliance DVD: visit csdanet.net, click professional development and bookstore.

Required Harassment Prevention Training for District Boards and Staff – Every two years if you receive any type of compensation, salary or stipend. This is a best practices for all board members/trustees.

You can satisfy this requirement one of two ways:

- Live Required Sexual Harassment Prevention webinar: January 24, 2017 from 10:00 a.m. – 12:00 p.m.
- On-Demand Sexual Harassment Prevention webinar: available on-demand at www.csdanet.net. You can watch anytime, anywhere and print your own certificate.

Other helpful professional development activities for new and experienced board members include:

- CSDA's Special District Leadership Academy Conference
- CSDA webinars – available live or on-demand at www.csdanet.net
 - Must Have Communication Protocols for Board Members and Staff
 - Brown Act: Principles, Traps, and Avoiding Unintentional Violation
 - Rules of Order Made Easy!
 - Who Does What? Best Practices in Board/Staff Relations
 - Understanding Board Member & District Liability Issues



California Special Districts Association

2017 BOARD MEMBER BEST PRACTICES REGISTRATION

One form per registrant. Please make copies as needed.

Name/Title:		
District:		
Address:		
City:	State:	Zip:
Phone:	Email:	
Member status: <input type="checkbox"/> CSDA + SDRMA Member <input type="checkbox"/> CSDA Member <input type="checkbox"/> Non-member		

BOARD MEMBER BEST PRACTICES WORKSHOP	Total
<input type="checkbox"/> January 19, 2017 – Southern Network - Claremont	
<input type="checkbox"/> January 26, 2017 – Coastal Network - Santa Ynez	
<input type="checkbox"/> February 3, 2017 – Sierra Network - Sacramento	
<input type="checkbox"/> February 9, 2017 – Central Network - Clovis	
<input type="checkbox"/> February 16, 2017 – Bay Area Network - San Jose	
<input type="checkbox"/> February 23, 2017 – Northern Network - Anderson	
<input type="checkbox"/> FREE SDRMA Member <input type="checkbox"/> \$50 CSDA Member <input type="checkbox"/> \$75 Non-Member	
BOARD MEMBER BEST PRACTICES WORKSHOP - SUBTOTAL 1:	

REQUIRED AND RECOMMENDED TRAINING WEBINARS	Total
Required Sexual Harassment Prevention Training for Special Districts January 24, 2017 @ 10:00 a.m. – 12:00 p.m.	
<input type="checkbox"/> Free SDRMA Member <input type="checkbox"/> \$69 CSDA Member <input type="checkbox"/> \$99 Non-Member	
Required Ethics Compliance Training – AB1234 March 16, 2017 @ 10:00 a.m. – 12:00 p.m.	
<input type="checkbox"/> Free SDRMA Member <input type="checkbox"/> \$69 CSDA Member <input type="checkbox"/> \$99 Non-Member	

WEBINARS - SUBTOTAL 2:	
------------------------	--

(COMBINE SUBTOTALS 1 AND 2) ----- TOTAL AMOUNT DUE:	
---	--

Cancellations must be made IN WRITING and received via fax or mail no later than three days prior to the seminar. All cancellations made within the specified time will be refunded less a \$25 processing fee.

Payment information	
<input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Discover	
Acct. name:	Acct. Number:
Expiration date:	Authorized Signature:

<p>Mail or Fax completed form to: CSDA, 1112 I Street, Suite 200 Sacramento, CA 95814 f: 916.520.2465</p>	<p>Questions? Please contact us toll-free: 877.924.2732</p>	<p>Visit www.csda.net for additional cost-effective and convenient trainings.</p>
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3 opportunities
for training
THROUGHOUT THE STATE!



CSDA's
Special District
Leadership Academy

FEB. 26 - MAR. 1, 2017 - LA JOLLA

APR. 23-26, 2017 - SAN LUIS OBISPO

JULY 9-12, 2017 - NAPA

SPECIAL DISTRICT LEADERSHIP ACADEMY CONFERENCE



*A Comprehensive Governance Leadership Conference
for Elected and Appointed Directors/Trustees.*



*presented by
CSDA and
co-sponsored
by SDRMA*



SDLA

Participate in the **Special District Leadership Academy Conference** and complete all four modules of the Academy during the course of two and a half days.

This conference content is based on CSDA's Special District Leadership Academy (SDLA) groundbreaking, curriculum-based continuing education program, which recognizes the necessity for the board and general manager to work closely toward a common goal. SDLA provides the knowledge base to perform essential governance responsibilities and is designed for both new and experienced special district board members.

CSDA has created this conference to provide new board members with immediate training, to offer newly elected board presidents the training they need to lead effectively, and to provide experienced board members with current practices and information about the key concerns facing special districts.



Whether you're new to the board or someone who has served for many years, this conference provides essential tools and information to effectively govern your district!



SDRMA Credit Incentive Points

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses, and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points can be earned based on an agency's attendance at the Special District Leadership Academy Conference reducing SDRMA member's annual contribution amount.

“As a new board member, I truly enjoyed attending the Governance Foundations workshop. The material was informative, and I recommend this workshop to anyone serving as an elected official.”

– Shiva Frentzen, Director, Cameron Park Community Services District

Why attend?

Local boards are the reason why local control is local. Special district boards are the voices of the community and they are also a large reason why special districts exist. The truth is that every elected or appointed public official needs to worry about governance; governance is what boards do. It’s what they bring to the table. Governance is taking the wishes, needs, and desires of the community and transforming them into policies that govern the district.

Attendees will learn:

- Working as a team: The roles of the board and staff in your district.
- Attributes and characteristics of highly effective boards.
- How culture, norms, values, and operating styles influence the district.
- Specific jobs that the board must perform.
- How individual values, skills, and knowledge help shape how effective boards operate.
- The importance of moving from “I” to “we” as the governance team.
- The board’s role in setting direction for the district.
- The board’s role in finance and fiscal accountability.
- Much more!

Where to stay



February 26 – March 1, 2017
Embassy Suites La Jolla
 4550 La Jolla Village Drive
 San Diego, CA 92122

ROOM RESERVATIONS

Room reservations are available at CSDA rate of \$159 plus tax, single or double occupancy by calling 1-800-362-2779 and using the group code XLE. The CSDA rate also includes discounted parking and complimentary guest room internet. The room reservation cut-off is January 27, 2017, however, space is limited and may sell out before this date.

EARLY BIRD DISCOUNT

The early bird discount for this location requires registration on or before Friday, January 27, 2017.

CANCELLATIONS

Cancellations must be in writing and received by CSDA no later than February 13, 2017 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after February 13, 2017. Substitutions are acceptable and must be done in writing no later than February 20 at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.



April 23 – 26, 2017
Embassy Suites San Luis Obispo
 333 Madonna Road
 San Luis Obispo, CA 93405

ROOM RESERVATIONS

Room reservations are available at CSDA rate of \$120 plus tax, single or double occupancy by calling 805-549-0800 and using the group code XCO. There is complimentary self-parking at this location. The room reservation cut-off is March 24, 2017, however, space is limited and may sell out before this date.

EARLY BIRD DISCOUNT

The early bird discount for this location requires registration on or before Friday, March 24, 2017.

CANCELLATIONS

Cancellations must be in writing and received by CSDA no later than April 10, 2017 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after April 10, 2017. Substitutions are acceptable and must be done in writing no later than April 17 at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.



July 9 – 12, 2017
Embassy Suites Napa Valley
 1075 California Blvd.
 Napa, CA 94559

ROOM RESERVATIONS

Room reservations are available at CSDA rate of \$169 plus tax, single or double occupancy by calling 1-800-HILTONS and using the group code CAS. The room reservation cut-off is June 9, 2017, however, space is limited and may sell out before this date.

EARLY BIRD DISCOUNT

The early bird discount for this location requires registration on or before Friday, June 9, 2017.

CANCELLATIONS

Cancellations must be in writing and received by CSDA no later than June 26, 2017 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after June 26, 2017. Substitutions are acceptable and must be done in writing no later than July 3 at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.

Demonstrate your commitment to good governance.

During the course of this conference, you will complete the entire Academy.

SUNDAY

5:30 – 7:00 p.m.

REGISTRATION AND NETWORKING RECEPTION



Take a moment to network with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.

MONDAY

8:30 a.m. – 12:30 p.m. *(Break for all attendees from 10:00 - 10:30 a.m.)*

BUILDING A FOUNDATION FOR GOOD GOVERNANCE

In this informational session, the instructor will lay the ground work for good governance in your district. Attendees will discover:

- Why good governance is so important to the overall well-being of the district.
- The traits of effective board members.
- What good governance means and how to effectively put it into practice
- How to move your board from “I” to “we,” including how to become an effective team, establish team standards, and essential conditions for team building.

This session covers Module 1 of the Special District Leadership Academy: Governance Foundations.



“Helped clarify my role as a new director.”

– D. Albright, Director, Greater Vallejo Recreation District

12:30 – 1:30 p.m.

LUNCH PROVIDED *(all attendees)*

1:45 – 4:30 p.m. *(Break for all attendees from 3:00 - 3:30 p.m.)*

FULFILLING YOUR DISTRICT'S MISSION - CHARTING THE COURSE

This session will highlight the importance of setting the direction for your district. Learn the critical components of direction setting for your district along with how to avoid planning pitfalls. Attendees will walk through the steps of establishing and fulfilling your district's mission, vision, values, and strategic goals and how to communicate those objectives to your constituents.

This session covers Module 2 of the Special District Leadership Academy: Setting Direction/Community Leadership.

5:30 – 7:00 p.m

SIP AND SAVOR EVENING RECEPTION

Join us for a lively evening of networking and refreshments.

Sponsored by Special District Risk Management Authority



You must attend all education sessions to earn your graduation certificate at the conclusion of the conference.

TUESDAY

8:30 – 10:00 a.m.

GET THE WORD OUT! BEST PRACTICES FOR COMMUNICATION AND OUTREACH

This session looks at common communication breakdowns and potential areas for improvement in public agency communications. It will discuss proper and effective communication methods to be aware of as a governing official including:

- Identifying audiences.
- Responding to public input.
- Media relations.
- Legislative outreach and advocacy.

This session covers Module 2 of the Special District Leadership Academy: Setting Direction/Community Leadership.

10:00 – 10:30 a.m.

BREAK (all attendees)

10:30 a.m. – 12:00 p.m.

DEFINING BOARD AND STAFF ROLES AND RELATIONSHIPS PART 1

This conference session will teach participants how to determine the Human Resource health of their district and what areas to focus on as a board and individual governing official including:

- Identifying the board's role in human resources.
- Recognizing HR red flags and positive indicators.
- Developing and maintaining essential HR policies.
- Covering confidentiality and legal liabilities.
- Evaluating the general manager.

This session covers Module 4 of the Special District Leadership Academy: Board's Role in Human Resources.

12:00 – 1:00 p.m.

LUNCH PROVIDED (all attendees)

1:15 – 4:00 p.m. (Break for all attendees from 2:45 - 3:00 p.m.)

DEFINING BOARD AND STAFF ROLES AND RELATIONSHIPS PART 2

OPEN EVENING

WEDNESDAY

8:30 a.m. – 12:00 p.m. (Break for all attendees from 10:00 - 10:30 a.m.)

SHOW ME THE MONEY! WHAT DO BOARD MEMBERS NEED TO KNOW ABOUT DISTRICT FINANCES?

This session will provide a review and insight of important financial concepts, reports, and policies specific to public agencies including special districts. Attendees will learn:

- How to ask the right questions.
- How to link the finance process to the district mission and goals.
- Budget process, budget assessment, and communicating budget information to the public.
- How to develop and analyze capital improvement plans and reserve guidelines.

This session covers Module 3 of the Special District Leadership Academy: Board's Role in Finance and Fiscal Accountability.

12:00 – 12:30 p.m.

GRADUATION - CERTIFICATE DISTRIBUTION

At the completion of the conference attendees will be awarded a certificate of completion for the Special District Leadership Academy.

Attendees must attend all education sessions to receive credit.



“The workshop on Setting Direction/Community Leadership was out-standing. The instructor defined roles and responsibilities which were essential to productive and conscientious board members. The Leadership Academy should be a requirement for all new board members.”

– Dave Kulchin, Board Member, Leucadia Wastewater District



2017 Registration Form

Special District Leadership Academy Conference

Three Ways to Register

- **Register online** by visiting the Special District Leadership Academy Conference website at leadershipacademy.csda.net.
- **Fax number:** 916-520-2465. All faxed registration forms must include credit card payment.
- **Mail:** CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. Please include registration form and payment. Checks should be made payable to: California Special Districts Association.

Not sure if you are a member?

Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the many benefits of CSDA membership, contact Member Services Director Cathrine Lemaire at cathrinel@csda.net or call toll-free at the number listed above.

Registration fees include:

- 2.5 days of education and materials
- 2 luncheons
- 2 receptions

Name/Title:		
District:		
Address:		
City:	State:	Zip:
Phone:	Fax:	
<input type="checkbox"/> Member <input type="checkbox"/> Non-member	Email:	
Emergency Contact - Name & Phone:		
WHICH CONFERENCE WILL YOU BE ATTENDING?		
FEBRUARY 26 - MARCH 1, 2017 - LA JOLLA EARLY BIRD DISCOUNT: JANUARY 27 <input type="checkbox"/> CSDA Member \$600 <input type="checkbox"/> Non-Member \$900 AFTER JANUARY 27 <input type="checkbox"/> CSDA Member \$650 <input type="checkbox"/> Non-Member \$975	APRIL 23-26, 2017 - SAN LUIS OBISPO EARLY BIRD DISCOUNT: MARCH 24 <input type="checkbox"/> CSDA Member \$600 <input type="checkbox"/> Non-Member \$900 AFTER MARCH 24 <input type="checkbox"/> CSDA Member \$650 <input type="checkbox"/> Non-Member \$975	JULY 9-12, 2017 - NAPA EARLY BIRD DISCOUNT: JUNE 9 <input type="checkbox"/> CSDA Member \$600 <input type="checkbox"/> Non-Member \$900 AFTER JUNE 9 <input type="checkbox"/> CSDA Member \$650 <input type="checkbox"/> Non-Member \$975
SEND MORE - SAVE MORE! -- SPECIAL DISCOUNTED PRICING!		
ADDITIONAL ATTENDEE FROM THE SAME DISTRICT BEFORE EARLY BIRD DISCOUNT <input type="checkbox"/> CSDA Member \$400 <input type="checkbox"/> Non-Member \$600	ADDITIONAL ATTENDEE FROM THE SAME DISTRICT AFTER EARLY BIRD DISCOUNT <input type="checkbox"/> CSDA Member \$450 <input type="checkbox"/> Non-Member \$675	
Payment		
<input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express		
Acct. name:	Acct. Number:	
Expiration date:	Authorized Signature:	
Special needs		
<input type="checkbox"/> Vegetarian <input type="checkbox"/> Other:		



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY



Paving the way to a more secure future.

For over 30 years, SDRMA has been helping California public agencies guard the future and manage risk with confidence. With the benefit of world-class risk management consulting and technical experts, we've been providing superior coverage protection programs exclusively for public agencies. And we do it in a way that works seamlessly as a single resource for all your coverage protection and risk management needs.

Learn more about our property/liability, workers' compensation and health benefits programs at www.sdrma.org



California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA 95814

A proud California Special Districts Alliance partner.

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Sacramento, CA



*A Comprehensive Governance Conference
for Elected and Appointed Directors/Trustees.*

2017 SPECIAL DISTRICT LEADERSHIP ACADEMY CONFERENCE

*Cameron Park
Community Services District*

Agenda Transmittal

DATE: December 21, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #7: **SENIOR NUTRITION LUNCH PROGRAM**

RECOMMENDED ACTION: Receive, Discuss, Show Support for the Senior Nutrition Lunch Program and Direct Staff to Work on an Agreement with County Staff

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

In October, 2015, the Cameron Park Community Services District (CPCSD) began providing the location for the Senior Nutrition Lunch Program on Mondays and Fridays. This was an agreement between the County of El Dorado, the Food Bank of El Dorado County and the CPCSD.

The El Dorado County Board of Supervisors met on December 6th and agenzized the discussion for the future of the Senior Nutrition Program in Cameron Park as the Food Bank of El Dorado County is no longer available. The Board of Supervisors approved County staff to work with the CPCSD to transition the County-operated food program to the Community Center and to work with CPCSD staff. Lunches were last served at the CPCSD earlier this month. Summary is that the El Dorado County Health and Human Services Agency (HHSA) staff will try to find funding for the program February – June with HHSA funds. CPCSD staff and HHSA staff have begun working together to enter in an agreement. CPCSD will offer the facility at no cost for the balance of the fiscal year and HHSA will provide services identical to other Senior Nutrition Program sites.

Currently the transition is anticipated for February. The draft agreement should be ready for committee and Board review in January.

Agenda Transmittal

DATE: December 21, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #8: **CAMERAS FOR THE ASSEMBLY HALL**

RECOMMENDED ACTION: Receive, Discuss and Action as Appropriate

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

The need for additional security cameras at the Community Center has come to our attention. There have been three walkthroughs of the facility with three different companies. The first walkthrough occurred on July 14th, the second on August 2nd and the third on October 6th. One of the points of emphasis was the assembly hall and being able to stream video and audio footage of our public board meetings through our existing website.

The camera options have been discussed at the three previous Budget and Administration (B&A) Committee meetings. At the October B&A meeting, different specs and prices were presented to the committee in a written format. The committee members felt that the specs needed to be elaborated on so they could confidently understand the differences between all three estimates.

Board will review camera location operations and staff request and comments. Additional information will be provided at the Board meeting regarding streaming or posting options.

Representatives from Mr. Security, one of the companies that provided staff with an estimate, attended the November B&A Committee meeting and discussed the technical issues identified in the different spec sheets such as image sensors, minimum illumination, video compression and much more. The committee members felt that it was an almost overwhelming amount of information but that a picture would be worth a thousand words. It was agreed upon that the company would come back out to the site and record brief video footage of the area we want to be able to stream from the districts website.

At the December B&A Committee meeting, the video footage was shared with the committee members. Brief video footage was shown from four different angles to give alternative options of how the meeting can be viewed. The committee agreed that the best option would be to have two cameras filming simultaneously which could be viewed from a split screen. It was also agreed that the two best angles were the cameras facing centered in the room. One camera would be focused on the Board of Directors and staff while the other camera would be focused on audience members sitting in their seats and addressing the board at the podium.

Video will be shown at the board meeting and staff is asking the board to determine if this project should be moved forward.



*Cameron Park
Community Services District*

Agenda Transmittal

DATE: December 21, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #9: **CAMERON PARK LAKE RESIDENT ENTRANCE KEY
REPLACEMENT FEE INCREASE**

RECOMMENDED ACTION: Receive, Discuss and Approve the Increased Cameron Park Lake Resident Key Replacement Fee

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

Staff and the Cameron Park Community Services District (CPCSD) Parks and Recreation Committee have been reviewing and revising the Cameron Park Lake Convenience Gate Access Permit for 2017 since October. In the past, a \$25 fee has been included in the permit for lost gate access keys. The Committee suggests increasing this fee to \$50 to cover increasing staff costs necessary to process new keys.

ATTACHMENT A – Draft Cameron Park Lake Convenience Gate Access Permit for 2017
(See page one of two, paragraph four, for fee language)

CAMERON PARK

CAMERON PARK LAKE CONVENIENCE GATE ACCESS PERMIT FOR 2017

This permit is between the **CAMERON PARK COMMUNITY SERVICES DISTRICT (District)** and the undersigned Cameron Park Lake Recreational Area Private Gate Access **User (User)**. Per the terms and conditions of this permit, the **District** may grant to Private Gate **User**, and **User's** registered household, access to the Cameron Park Lake (CPL) recreational area. **User** agrees to the following terms and conditions.

User shall complete an annual season pass registration application identifying members of **User's** household who will be entitled to use the gate access and season pass. The fee for the season pass will be based on the Season Pass Fee Schedule pass-type selection. The Season Pass Policy as shown on the registration form will be followed by **User** and all members of **User's** household.

The **District** shall provide a lock with two keys to each Home Owners' Association (HOA) president. Additional keys will need to be made for each HOA member. (The HOA will need to provide **District** with list of key owners.) If the original key is lost, there will be a **\$50** (to cover staff costs involved) fee to cover administrative and service costs. Fees must be paid by May 1, 2017.

User acknowledges that in the event **User** or members of **User's** household violates any of the provisions of this permit, **District** may revoke **User's** privileges under this permit. Upon revocation and receipt of written notice stating the reason for such revocation, the gate will be secured with a District lock. **User**, and **User's** registered household members, will not permit persons other than registered members of the **User's** household to enter the lake area by use of the gate access. The terms of this permit are not transferable.

Special Note

Convenience gate access to Cameron Park Lake is limited to the park hours of operation – 7:00 a.m. to dusk

The CONVENIENCE GATE ACCESS PERMIT does **not** apply to ticketed special events, which include, but are not limited to:

- *Annual Summer Spectacular* – CPL will be closed the Friday prior to this event. Access to the event will only be through the main gate and a wristband must be purchased and worn.
- *Cameron Park Community Campout* – CPL will have partial closure July 22nd and July 23rd. See website www.cameronpark.org for details.
- Other special events may apply

Park regulations will be followed by all **Users** of the facility, including but not limited to: entering the facility only during regular park hours; not placing any structures within the recreational area; trimming or altering any vegetation or landscaping within that area without permission from the **District**; keeping the access gate locked when not in use.

Special Note

At no time is the access gate to CPL to be left unlocked. If the **User** is found out of compliance with this regulation, the following actions will be taken:

- *First offense* – A letter will be sent to the **User** and the access gate will be locked for three days.
- *Second offense* – A letter will be sent to the **User** and the access gate will be locked for two weeks.
- *Third offense* – A letter will be sent to the **User** and the access gate will be permanently locked for the rest of the season.

User agrees to indemnify and hold the **District** harmless for any claims, demands, actions, judgment, or other liabilities for injury or death of persons, or for property damage, arising from or in connection with **User** or **User's** household members for exercised privileges conferred by this Agreement.

The Cameron Park Lake Recreational Area Private Gate Access **User**, or his or her legal guardian, has read the CONVENIENCE GATE ACCESS PERMIT description and understands the nature and content of the CONVENIENCE GATE ACCESS PERMIT and in consideration of being permitted access to the recreational area agrees as follows: In consideration of his/her access to the Cameron Park Lake recreational area owned by the Cameron Park Community Services District (CSD), I, for myself, my spouse, and my child, do release and forever discharge the CSD, its directors, employees and instructors from any and every claim, demand, action or right of action arising from or by reason of any bodily injury or personal injuries, death or property damage which may occur as a result of his/her activities in connection with **User's** access to the recreational area. Cameron Park Community Services District does not have or provide medical or accident insurance for persons involved in programs sponsored by the Cameron Park Community Services District.

I agree to abide by the terms and conditions as stated above in this permit.

Print name: _____

Signature: _____ Date: _____

Address: _____

Agenda Transmittal

DATE: December 21, 2016

FROM: Michael Smith, Battalion Chief

AGENDA ITEM #10: **OVERVIEW OF CAMERON PARK COMMUNITY SERVICES DISTRICT ORDINANCE NO. 2016.03.16 - AN ORDINANCE OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT THE "WEED AND RUBBISH ABATEMENT" ORDINANCE WITHIN THE CAMERON PARK COMMUNITY SERVICES DISTRICT**

RECOMMENDED ACTION: Receive, Discuss and Move to Board of Directors' Meeting in January

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, 2017. If the hazard is not abated by the deadline the CSD or the Fire Department then may, by Board Resolution, hire a contractor to abate the hazard and place a lien on said property. (Please note, this decision will be per budget approval.)


Overview: A Weed Abatement Specialist was hired to update the current Weed Abatement Ordinance program. The update includes acquiring and editing the El Dorado County database of vacant lots, creating a new Unimproved Parcel Inspection Spreadsheet which has approximately 380 vacant lots with current APN information, size, type, and slope for each parcel, inspecting and taking pictures of each parcel, creating or updating the inspection, complaint, and call log forms, initial Notice to Abate Hazardous Vegetation and New Hazard Abatement Notice (Lien) letters, Vendor list for internal use and a Weed Abatement Flowchart.

Chief Smith will review this process during the PowerPoint presentation. The remaining considerations from the Board will be:

- Review staffing budget for the balance of the 2016/17 fiscal year
- Review and approve the weed abatement budget for the 2016/17 fiscal year



2016 CAMERON PARK CSD WEED ABATEMENT UPDATE



2016 SUMMARY

- ❑ Acquired and edited new El Dorado County database of Vacant Lots (receive updated version every 6 months).
- ❑ Created new Unimproved Parcel Inspection Spreadsheet.
- ❑ Approximately 380 vacant lots in the Cameron Park Fire/Cameron Park CSD district.
- ❑ Inspected each lot and updated each file with current APN information, map, inspection log and photo.

2016 SUMMARY (CONTINUED)

New Initial Notice to Abate Hazardous Vegetation Letter

New Hazard Abatement (Lien) Notice

New Weed Abatement Flowchart

CAMERON PARK FIRE DEPARTMENT
 1500 W. 15th St., Suite 100, Ft. Collins, CO 80501
 Head and Public Health Department Ordinance No. 2016-01-06

INITIAL NOTICE OF DUTY TO REMOVE AND ABATE INVASIVE VEGETATION

February 1, 2017

Dear Valued Land Owner,

This letter is to request all owned property owners of the Weed and Rubbish Abatement Ordinance (2016-01-06) to be aware of their responsibilities under this ordinance. The ordinance requires property owners to remove and abate invasive vegetation on their property by August 15th. It is the responsibility of all property owners to provide and maintain a safe and healthy environment for the community and to ensure that their property is free of invasive vegetation.

Under the provisions of the Weed and Rubbish Abatement Ordinance (2016-01-06), you are hereby notified that you have been identified as a property owner with a weed and rubbish abatement lien on your property.

As a result of this notice, you are required to complete the following actions:

- Remove all invasive vegetation from your property by August 15th.
- Provide a copy of the Weed and Rubbish Abatement Ordinance (2016-01-06) to your property manager or the City of Fort Collins.
- Provide a copy of the Weed and Rubbish Abatement Ordinance (2016-01-06) to the City of Fort Collins.

If you have any questions regarding this notice, please contact the City of Fort Collins at (970) 223-7333. Thank you for your prompt response.

Michael Smith
 Cameron Park Fire Department

CAMERON PARK FIRE DEPARTMENT
 1500 W. 15th St., Suite 100, Ft. Collins, CO 80501
 Head and Public Health Department Ordinance No. 2016-01-18

HAZARD ABATEMENT NOTICE

6414

Name: _____
Street Address: _____
City: Fort Collins, CO

Dear _____,

On February 1, 2017, a fire hazard was identified on the above property. You are requested to comply with the Cameron Park Weed and Rubbish Abatement Ordinance (2016-01-18).

As of this date, there is still a fire hazard on your property. An abatement notice was sent to you on February 1, 2017. Failure to comply with the Weed and Rubbish Abatement Ordinance (2016-01-18) may result in a public nuisance through the Cameron Park Community Service District Board of Directors, as well as a determination of code for third party cleanup of your property.

If you are unable to complete the abatement of this property, please notify us immediately. If you have any questions regarding this notice, please contact the City of Fort Collins at (970) 223-7333. Thank you for your prompt response.

Michael Smith
 Cameron Park Fire Department

CAMERON PARK FIRE DEPARTMENT
 1500 W. 15th St., Suite 100, Ft. Collins, CO 80501
 Head and Public Health Department Ordinance No. 2016-01-16

OVERVIEW WEED ABATEMENT ORDINANCE NO. 2016-01-16

Flowchart:

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    graph TD
      A[If there is a weed complaint or report] --> B[Remove unapproved weeds by August 15]
      B --> C[Public Hearing by February 15]
      C --> D[Final Inspection]
      D --> E[Notice of Public Nuisance issued within 10 days of final inspection]
      E --> F[Deed suspension for area of 400 sq. ft. or more]
      F --> G[Public Appeal/Board Hearing]
      G --> H[Code Enforcement penalties]
      H --> I[Request to DMV for DMV registration]
      I --> J[Code Enforcement penalties for Job 3]
      J --> K[To County Assessor's Office for August 15]
      E --> L[Notice removed]
      F --> M[Penalty, unless it is removed]
      G --> N[File complaint]
      H --> O[Time period]
  
```

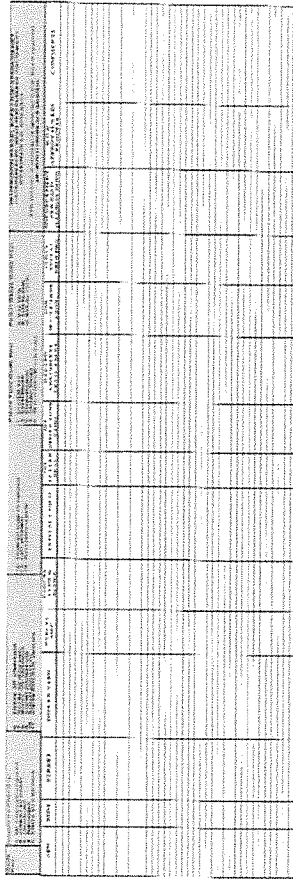
Head Abatement Ordinance (2016-01-16) | Cameron Park Fire Department | (970) 223-7333 | www.cameronparkfire.com

2016 SUMMARY (CONTINUED)

New Vendor List

- Vendor list is for internal use only
- Six vendors on current list and only one is prevailing wage certified with State of California

Unimproved Parcel Spreadsheet



ORDINANCE TIMELINES

- February 15 First letters go out to vacant landowners (Deadline April 1st)
 - End of March Initial Inspections of vacant lots
 - 1st Wk April Hazard Abatement Notice letter to all non-compliant property owners (Deadline May 1st)
 - May 1 Second compliance inspections
 - May 7 **START ENFORCEMENT PROCEDURE**
 - Bids from vendors
 - May 10 Timeline (15 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)

*Cameron Park
Community Services District*

Agenda Transmittal

DATE: December 21, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #11: **STAFF POSITION TITLE AND SALARY REVIEW**

RECOMMENDED ACTION: Receive, Discuss and Approve Revised Staff Job Titles and Job Descriptions

BUDGET ACCOUNT:
BUDGET IMPACT:

Attached is the Cameron Park Community Services District Salary Scale 2014-16 for the Board's review.

The General Manager and Parks Superintendent met and discussed Parks Department changes upon retirement and promotion changes within the department. It was determined that eliminating the Parks Supervisor and Parks Foreman positions and replacing them with two Parks Maintenance Worker I positions was important to provide service delivery within the field. One Parks Maintenance Worker I position will have a current emphasis on parks and the other on facilities, although both positions have flexibility to work in all park and facility areas.

Staff title changes include:

- Changed Recreation Coordinator to Marketing/Community Outreach Specialist (no salary change)
- Changed Parks Supervisor and Parks Foreman to Parks Maintenance Worker I (two positions – reduced salary change)

Attachment A Cameron Park Community Services District Salary Scale 2014-16
(Please see highlighted salary ranges)

Attachment B Job description for Marketing/Community Outreach Specialist

Attachment C Job description for Parks Maintenance Worker I

*Cameron Park Community Services District***Salary Scale 2014-16**

<u>Annual Salary</u>	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	
General Manager	\$78,704	\$82,639	\$86,771	\$91,110	\$95,666	\$ 98,535
Parks Superintendent	\$52,025	\$54,627	\$57,358	\$60,226	\$63,237	
CC&R Enforcement Officer	\$43,911	\$46,106	\$48,412	\$50,832	\$53,374	
Finance/Human Resources Officer	\$43,911	\$46,106	\$48,412	\$50,832	\$53,374	
Parks Supervisor	\$40,949	\$42,997	\$45,146	\$47,404	\$49,774	
Recreation Supervisor	\$40,949	\$42,997	\$45,146	\$47,404	\$49,774	
Recreation Coordinator	\$32,231	\$33,843	\$35,535	\$37,311	\$39,177	
Marketing/Com. Outreach Specialist	\$32,231	\$33,843	\$35,535	\$37,311	\$39,177	
Maintenance Worker II	\$28,453	\$29,875	\$31,369	\$32,937	\$34,584	
Maintenance Worker I (x2)	\$24,992	\$26,242	\$27,554	\$28,932	\$30,378	
Office Assistant (Front Desk)	\$22,961	\$24,109	\$25,314	\$26,580	\$27,909	

CAMERON PARK COMMUNITY SERVICES DISTRICT
Marketing/Community Outreach Specialist
Recreation Department



Salary: \$15.50 to \$18.84 - Hourly
\$2,686 to \$3,265 - Monthly
\$32,231 to \$39,177 - Annually
Plus 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 landscaping assessment district (LLAD), solid waste disposal and recycling.

DEFINITION:

Under general supervision, oversees a broad base of District program areas within the Recreation Department and coordinates the marketing, development and implementation of recreation activities and events. These duties include, but are not limited to marketing, organizing special events and developing sponsorships. The hours scheduled for this position may include evenings, weekends and weekday hours as required.

SUPERVISION EXERCISED/RECEIVED:

Under the general direction of the Recreation Supervisor or General Manager.

EXAMPLE OF ESSENTIAL DUTIES (including, but not limited to, the following):

- Promotes assigned recreation programs, activities or classes; develops and prepares programs, events and facility marketing and promotional material including news releases, flyers, and schedules of events, pamphlets and brochures. Events may include: It's a Wedding Affair, Cameron Park Concert Series, Easter Egg Hunt, Trucks & Tunes, Summer Spectacular, Community Campout, Pooch Plunge & Laps at the Lake, Country Fest, Community Yard Sale, Community Services Showcase, Halloween Carnival & Pumpkin Patch, Old Fashioned Christmas Craft Fair, Cameron Park's Run with Santa, etc.
- Uses social media and other forms of communication to distribute information.
- Keeps photos, videos and information on the website fresh by updating frequently.
- Assists with developing CSD marketing plan and meeting objectives.
- Improves marketability by researching, identifying and capitalizing on market opportunities.
- Provides information by collecting, analyzing and summarizing data and trends.
- Assists the Recreation Supervisor to create and develop recreation program components including event manuals, guidelines and procedures.
- Conducts research regarding assigned areas; drafts reports and other written material; and submits to supervisor for approval.

ATTACHMENT B

- Develops relationships with school, community-based organizations and advocacy groups in order to increase awareness and knowledge of opportunities.
- Recruits constituencies to help increase awareness of CSD opportunities to encourage the use of the CSD's classes, programs and parks.
- Develops and manages engagement efforts with partners to establish relationships that result in lasting and meaningful partnerships.
- Assists with facility rentals.
- Assists with staff training and supervising part-time recreation staff and/or volunteers.
- Recommends disciplinary actions to Recreation Supervisor as needed.
- Assists with preparing employee/volunteer schedules and reconciling time cards for events and activities.
- Attends meetings.
- Establishes and meets timelines, is proactive and shows strong organizational skills.
- Responds timely to inquiries about assigned projects and programs.
- Assists in the preparation of program budgets. Monitors expenditures, makes cost savings and operational recommendations.
- Establishes positive working relationships with representatives of community organizations, state/local agencies, District management and staff and the public.
- Ensures excellent customer service.
- Performs other related duties as required.

QUALIFICATIONS:

Education and/or Experience:

Sufficient education, training and experience to successfully perform the duties of the Marketing/Community Outreach Specialist. A typical way of obtaining the required qualifications is:

- Minimum of an Associate's Degree or equivalent in Recreation, Leisure Studies, Marketing or a closely-related field from an accredited college or university (Bachelor's Degree is preferred)
- Two (2) years of full-time increasingly responsible experience in marketing and event coordination

OTHER REQUIREMENTS:

- Current First Aid and CPR certificates (or the ability to obtain)
- Possession of a valid California driver's license, good safe driving record and proof of insurability are required and must be maintained throughout employment
- Successful candidates for employment will be required to undergo a medical examination, drug screening and Department of Justice background check

KNOWLEDGE OF:

- Principles, philosophies and practices of recreation administration
- Events planning and implementation
- Methods and techniques of supervising volunteers, seasonal, part-time, and/or contractual staff
- Facilities, operations and techniques used in a comprehensive recreation program
- Basic principles of mathematics; applicable federal, state and local laws, codes and regulations related to assigned events
- Rules, regulations and policies affecting and related to events
- Standard office procedures, practices and equipment
- Modern office equipment, including a computer and applicable software programs – social media, Word, Excel, Publisher, PowerPoint, Adobe, etc.
- Methods and techniques for record keeping and report preparation and writing
- Proper English, spelling and grammar
- Occupational hazards and standard safety practices

ATTACHMENT B

ABILITY TO:

- Establish and meet timelines; plan, organize and coordinate activities responsive to the needs of the community
- Develop, coordinate and direct varied activities involved in a community recreation program
- Work flexible hours, including holidays, evenings, weekends
- Analyze programs and events and develop and recommend appropriate strategies
- Supervise the work of part-time and seasonal staff/volunteers
- Implement, explain and apply applicable laws, codes and regulations related to recreational event assignments
- Work independently and as part of a team
- Make sound decisions within established guidelines
- Provide leadership, marketing, creativity and organization skills
- Analyze complex issues and develop and implement an appropriate response when needed
- Follow written and oral direction
- Observe safety principles and work in a safe manner
- Enforce safety rules relating to assigned recreational events
- Communicate clearly and concisely, orally, in writing and use of social media
- Work with computer programs effectively
- Work congenially with partners from diverse backgrounds, including race, ethnicity, economic means and ability
- Establish and maintain effective working relationships

SKILL TO:

Operate standard office tools and equipment and operate an office computer and a variety of word processing and software applications.

PHYSICAL REQUIREMENTS:

Essential functions may require maintaining physical condition necessary for moderate lifting, bending, stooping, and sitting for long periods of time at a workstation. May at times require physical exertion in connection with athletic activities or carry/lifting equipment or supplies weighing up to 25 pounds or more.

EQUAL OPPORTUNITY EMPLOYER

Cameron Park Community Services District is an Equal Opportunity Employer.

CAMERON PARK COMMUNITY SERVICES DISTRICT
PARKS Maintenance Worker I
PARKS DEPARTMENT

Salary: \$12.01 – \$14.60 Hourly
\$2,082.67 - \$2,531.50 Monthly
\$24,992 – \$30,378 Annually
Plus Benefits

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline **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 18,000 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 assessment district (LLAD); solid waste disposal and recycling.

DEFINITION:

This is the entry-level class in the maintenance worker series. This class is distinguished from the Maintenance Worker II by the performance of the more routine tasks and duties assigned to positions within the series including less complex construction, maintenance, and repair duties, being exposed to situations requiring and exercising fewer independent decisions, and working under closer supervision. Since this class is entry level, employees may have limited related work experience. Employees are expected to perform a variety of duties and learn the full scope of duties assigned to Maintenance Workers.

SUPERVISION RECEIVED/EXERCISED:

Receives general direction from the Parks Supervisor and/or Parks Maintenance Worker II.

EXAMPLE OF ESSENTIAL DUTIES: (include but are not limited to the following)

1. Performs a variety of maintenance, repair, and construction work on various facilities, structures, and systems including in the areas of parks and buildings; performs a variety of semi-skilled and heavy physical labor.
2. Operates construction and maintenance equipment; hand and power tools including but not limited to lawn mowers, edgers and trimmers, pruner, chipper, chain saws, auto scrubbers, floor burnishers, pool vacuums and drills; maintains tools and assigned equipment; performs preventive maintenance on equipment.
3. Transports equipment and material to work sites; loads and unloads equipment and materials.
4. Maintains, trims, prunes and removes trees, brush, and weeds along right-of-ways; removes broken branches and fallen trees from streets, sidewalks, drainage ditches, and creeks prunes and cuts limbs and foliage hanging over roads and sidewalks.

5. Performs various duties involved in the cleaning, repair, and maintenance of the parks and facilities including restrooms, and other District-owned/operated structures; performs general plumbing and electrical maintenance and repair duties; paints interiors and exteriors; performs carpentry projects; maintains flooring at assigned facilities.
6. Performs various grounds and landscape maintenance duties at parks and landscaped areas; maintains ball fields; plants, mows, edges, prunes, and fertilizes plant materials; installs, programs, adjusts, and maintains irrigation systems to ensure proper operating efficiency; repairs and adjusts sprinkler heads.
7. Applies fertilizers, herbicides, insecticides in parks; may prepare spray program recommendations.
8. Cleans debris and removes graffiti from park areas, parking lots, walkways, streets, and other facilities; rakes leaves; inspects and clears obstructions from storm drains and ditches; empties refuse containers; transports debris and refuse to dump site as required.
9. Maintains playground equipment and play areas.
10. Sets up rooms and facilities for various public events; performs tear-downs after events.
11. Maintains and cleans swimming pools and maintains proper chemical balance.
12. Performs special projects as required; installs, repairs, and maintains decorations, banners, and flags as necessary.
13. Provides courteous customer service; responds to questions and inquiries from the general public regarding various concerns; resolves customer problems or complaints.
14. Maintains cleanliness of assigned work areas/facilities and cleans and maintains assigned vehicles and equipment.
15. Maintains assigned records, inventories and prepares necessary reports.
16. Utilizes proper safety precautions and personal protective equipment (PPE) related to all work performed.
17. Adjusts work schedule as required to assist with events and seasonal needs.
18. Performs related duties as required.

KNOWLEDGE OF:

Methods and techniques of general construction, maintenance, and repair related to the area of work assigned. Basic operation of equipment used in cleaning, maintenance and reports such as, but not limited to mops, vacuums, floor buffers, lawn mowers, hedge trimmers, pressure washers, hand and power tools. Operational characteristics of maintenance and construction equipment and tools used in the area of work assigned. Proper procedures used in the maintenance and repair of hand and power tools. Materials, methods, terminology, and tools used in the building maintenance and repair. Landscape maintenance and construction materials, methods, terminology, and tools including principles used in the application of chemicals. Tree care, pruning, and removal principles and practices. Principles and practices of record keeping. Occupational hazards and standard safety practices. Basic arithmetic including addition, subtraction, multiplication and division; calculation of decimals, ratios, percentages and fractions.

ABILITY TO:

Perform a variety of maintenance, construction, and repair work in the area of work assigned. Perform a variety of tasks and heavy manual labor for extended periods of time and in unfavorable weather conditions. Ensure adherence to safe work practices and procedures. Work independently in the absence of supervision. Maintain records including time and material use records. Prepare reports and forms such as accident reports, incident reports and inventory lists and calendars using a prescribed format. Safely drive

and skillfully operate power equipment and hand tools involved in parks and buildings. Understand and carry out oral and written instructions. Communicate clearly and concisely, both orally and in writing. Establish and maintain effective working relationships with those contacted in the course of work.

REQUIRED EDUCATION AND EXPERIENCE:

- Minimum high school diploma or equivalent.
- Some general maintenance experience is desirable.

LICENSES/CERTIFICATION REQUIRED:

Certain assignments may require certification. Certification must be retained throughout employment as a condition of employment.

Required:

- Possession of a valid California driver's license, good safe driving record and proof of insurability are required and must be maintained throughout employment
- Successful candidates for employment will be required to undergo a medical examination, drug screening and Department of Justice background check
- First Aid, Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillation (AED) certificates or ability to obtain and maintain it throughout employment

District will provide opportunities to obtain licenses and permits for professional growth.

ENVIRONMENTAL & PHYSICAL CONDITIONS:

Most essential duties of this position are performed outdoors and in all weather conditions. Work may also be performed in an office setting. Work is performed in an environment of frequent interruptions requiring time management skills and the ability to adapt to changing environments.

- The nature of the work requires the incumbent to climb ladders, use power and noise producing tools and equipment, drive motorized vehicles and heavy equipment, work in heavy vehicle traffic conditions and often with constant interruptions. Bend, stoop, walk, drive, move and frequent operation of equipment such as mowers, tractors, weed eaters and other comparable equipment for long periods of time.
- Requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping and making repetitive hand movement in the performance of daily duties.
- Requires both near and far vision when inspecting work and operating assigned equipment.
- The need to lift, carry and push tools, equipment and supplies weighing 100 pounds or more is also required.
- The incumbent may use cleaning and lubricating chemicals, pesticides or herbicides which may expose the employee to fumes, dust and air contaminants.
- Ability to read and communicate with others to clarify information received, to reach for files and folders and other items; to stand, walk, push, pull and grasp files and other items on a daily basis.
- Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

Note: The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an inclusive list of all duties, responsibilities and skills required of incumbents. In accordance with the Americans with Disability Act, reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential job functions.

Equal Opportunity Employer

Cameron Park Community Services District is an Equal Opportunity Employer.
