

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

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 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

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

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR

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

MOMENT OF RECOGNITION

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

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

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, October 19, 2016

2. STAFF REPORTS

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

7. FISCAL YEAR 2016/17 PROJECT UPDATES

Recommended Action: Receive and File

8. IMPLEMENTATION OF GOALS - FISCAL YEAR 2016/2017

Recommended Action: Receive, Discuss and Action as Appropriate

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

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

11. APPOINTMENT OF NEGOTIATOR FOR LABOR NEGOTIATIONS

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

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

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.

ADJOURNMENT

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

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

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

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

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



Wednesday, October 19, 2016 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 – GS, AB, SM, HM MM arrived at 6:45 p.m.

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 corrections:

- *Note – On Consent Calendar item number 1c., that item has been revised. The numbers were reversed on the Financial Reports Narrative, page one, paragraph five (under Revenues), first sentence. The correct sentence should read:
Community Center revenues are \$130,081 YTD versus last year \$93,553 (up \$36,528).*
- *Correction - On Draft Conformed Agenda dated September 21, 2016, item #11. Matters to and From Directors from Director Morrison should read:
Director Morrison had a meeting with the General Manager and there were items that Director Morrison was not made aware of that she knew other Directors did know about and she asked for the support of the Board to make sure that if items came up that they alerted the General Manager to make sure all Directors were aware of all items brought forward to the community.*
- *Correction – On Draft Conformed Agenda dated October 4, 2016, under Reconvene to Open Session and Report out of Closed Session, “Nothing to report out” should be added.*
- *Trail Agenda Item – Trail Consent Calendar item number 1, until the end of the meeting, due to lack of quorum from that Board meeting to approve this item.*

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

Motion to approve the trailed item – Consent Calendar item number 1.

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

MOMENT OF RECOGNITION

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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.

- Americans with Disabilities Act (ADA) Presentation by Chao Yang, EIT, Engineering Aide, Transportation Division, El Dorado County Community Development Agency

OPEN FORUM

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Bill Carey, Dave Gelber, Gerald Lillpop, Wanda Flores

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

- a. Board of Directors' Regular Meeting, September 21, 2016
- b. Board of Directors' Special Meeting, September 29, 2016
- c. Board of Directors' Special Meeting, October 4, 2016
- d. Board of Directors' Special Meeting, October 12, 2016

2. STAFF REPORTS

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

3. FINANCIAL REPORTS

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

END OF CONSENT CALENDAR**DEPARTMENT MATTERS**

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

4. ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION**5. 2016-17 PROJECT UPDATES**

Recommended Action: Receive and File

6. PUBLIC HEARING - SECOND READING AND ADOPTION OF ORDINANCE NO. 2016.10.19 ADOPTING THE 2016 EDITION OF THE CALIFORNIA FIRE CODE

Recommended Action: Receive, Discuss and Provide the Second Reading and Adoption of Ordinance 2016.10.19 Adopting the 2016 Edition of the California Fire Code with a Board Poll Vote

Motion to adopt Ordinance No. 2016.10.19 adopting the 2016 Edition of the California Fire Code.

GS/SM – Motion Passed

Ayes – GS, MM, AB, SM, HM

Noes – None

Abstain – None

Public Comment - None

7. COMPARISON FOR FISCAL YEAR 2016/17 GOALS

Recommended Action: Receive, Discuss and Action as Appropriate

Public Comment – Dave Gelber

No Action

8. GAMETIME PLAYGROUND EQUIPMENT GRANT

Recommended Action: Receive, Discuss and Action as Appropriate

Public Comment – Dave Gelber

No Action

9. OPEN SPACE AND SPECIAL USE PARK PERMITS

Recommended Action: Receive and File

Public Comment – Dave Gelber

No Action

10. REPORT BACK ITEMS TO THE BOARD OF DIRECTORS

11. MATTERS TO AND FROM DIRECTORS

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

a. LAFCO – Director Morrison

Ongoing conversation particularly about the public hearing to consider and adopt the environmental review of the city of South Lake Tahoe Municipal Service Review and Sphere of Influence Study, ongoing issues and discussions about public safety, ambulances and that kind of service. Also continued the public hearing to consider and adopt the environmental review of the Golden West Community Services District Municipal Service Review and Sphere of Influence. Approved changes to the budgetary process and discussed the commissioners who were going to the state meeting.

MM – Halloween Carnival is this weekend and the Directors are invited to be judges.

AB – Good job to the staff and Mary and to CALFire.

SM – Great job everybody.

GS – Thank you to General Manager Cahill and to all the staff and CALFire.

12. COMMITTEE REPORTS

a. Budget and Administration – Chair Director McNeil, Vice Chair Director Stanton and Alternate Director Mohr

Everything was covered in the meeting.

b. CC&Rs – Vice Chair Director Morrison, Director Blackmon and Alternate Director McNeil

CC&R committee meeting in October was canceled.

- c. **Fire and Emergency Services** – Chair Director Morrison, Vice Chair Director McNeil and Alternate Director Blackmon
Received quite a few updates from Chief Counts. Summarized the Weed Abatement Program updates. Capital Improvement Plan and public outreach items were also discussed. The hired equipment program has brought in approximately \$168,000 to date.

- d. **Parks and Recreation** – Chair Director Mohr, Vice Chair Director Blackmon and Alternate Director Morrison
Presentation was provided from the Mature Leadership Council (Lydia Roseby) regarding the Fifty Plus Room. Socialization is really important to the seniors. Also discussed bocce ball.

ADJOURNMENT – 8:08 p.m.

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*Cameron Park
Community Services District*

Agenda Transmittal

DATE: November 16, 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 #7.

Upcoming events include:

November 19	Old Fashioned Christmas Craft Faire
December 3	Santa Run/Pancake Breakfast
December 7, 8, 13, 14, 15, 19	Santa Visits
December 9-11	Santa Parade
December 14	Community Concert – Sacramento Jazz Orchestra

Community/staff meetings include:

Ongoing	Weekly Staff Meetings
October 19	CPCSD Board of Directors
October 20	Golden Sierra Training – Attitude Makes a Difference
October 20	Cameron Park Rotary Luncheon
October 26	Miracle Playground Equipment
October 26	Shingle Springs/Cameron Park Chamber of Commerce Luncheon
October 26	El Dorado County Chamber of Commerce Mixer
October 27	Community Services Showcase
November 1	Playground Inspection
November 1	El Dorado Disposal
November 2	Golden Country Regional Chapter Workshop
November 2	Union
November 7	El Dorado County Trails Advisory Committee
November 7	Parks & Recreation Committee
November 8	Uptown Studios Website Training

November 8 Budget & Administration Committee
November 8 Fire & Emergency Services Committee
November 14 El Dorado Solid Waste Advisory Committee



Cameron Park Community Services District
Staff Report – November 2016

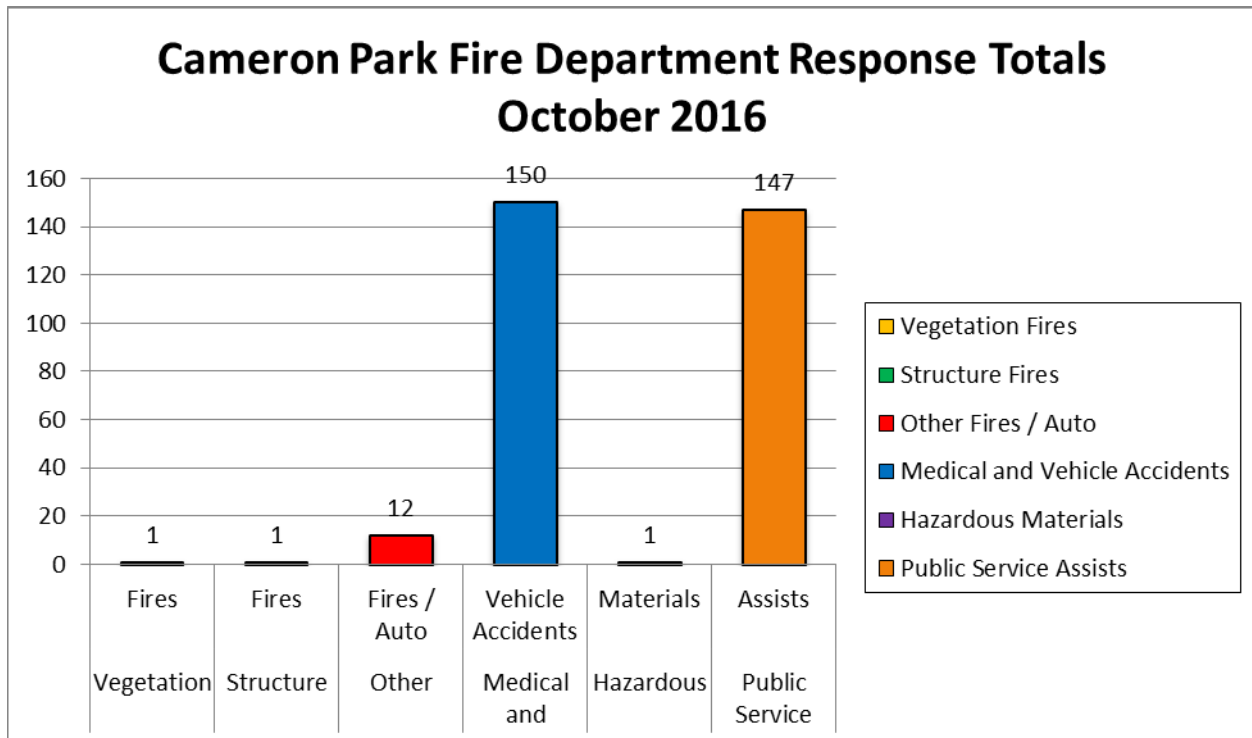
To: Board of Directors
From: Bob Counts, Battalion Chief
Regarding Item #2b: Fire Department Report for the November 16, 2016 - Board Meeting

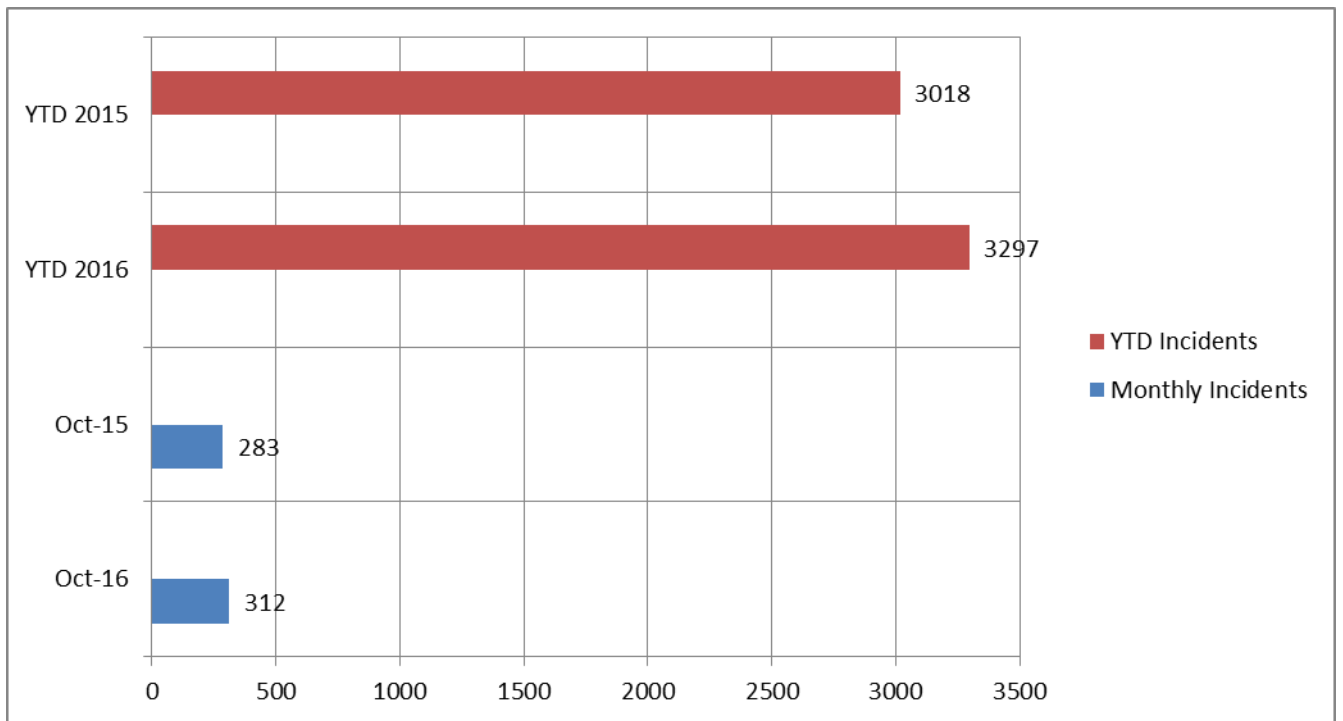
Recommended Action: Receive and File

Incidents for the Month of October 2016:

Vegetation Fires	Structure Fires	Other Fires / Auto	Medical and Vehicle Accidents	Hazardous Materials	Public Service Assists	Total(s)
1	1	12	150	1	147	312

Incident Total for Month of October: 312





as of October 31, 2016

Incidents have increased by **10%** for the month of October compared to 2015. Total incidents have increased by **9.2%** for the calendar year compared to 2015.

PERSONNEL

On Tuesday May 3rd 2016 Engineer Paramedic Greg Schwegler from Fire Station 88 was awarded a medal of valor by the El Dorado County Board of Supervisors for his actions during a water rescue call in March of this year. A few months ago, I nominated Engineer Schwegler for the Statewide Emergency Medical Services Authority Meritorious Service Award. I am proud to announce that Engineer Schwegler was selected and will receive the award during a banquet in San Francisco on December 14th.

EMS personnel are trained to provide stabilizing and lifesaving care. These EMS awards are intended to honor and recognize noteworthy or exceptional acts and service while working as EMS certified or licensed personnel, administrators, educators, volunteers or civilians within the EMS system. Thirty-one (31) Californians will be honored for their heroic acts and extraordinary contributions to EMS on December 14th in San Francisco.

FIRE DEPARTMENT OPERATIONS AND ADMINISTRATION

Incidents

On Friday October 14th strong winds in front of an approaching weather system fanned two large fires in the Lake Tahoe basin. The “Emerald” Fire, in Emerald Bay ultimately burned 175 acres in a matter of hours. Thankfully, the wet weather arrived just in time, and helped suppression efforts tremendously.

Another fire in Carson Valley Nevada started the same evening. Dubbed the “Little Valley” fire, it consumed more than 2,300 acres and burned 23 homes. E89 responded as part of a County wide Strike Team to assist Nevada firefighters, and spent three days on the incident.

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 October 26th regularly scheduled meeting of the El Dorado County Fire Chiefs Association, the voting members voted unanimously to adopt a County-wide Standard Operating Guideline for residential structure fires. This ensures that all fire departments on the West Slope are operating under the same guidelines during structure fires, and will make on scene operations seamless no matter where you working in the County. The guideline was developed by a committee, was largely based on Cameron Park Fire Department's already existing structure fire guidelines.

Minutes from the September meeting are attached.

JPA OPERATIONS AND ADMINISTRATION

JPA Board of Directors Meeting

Budget preparations are underway for the 2017/2018 fiscal year. I anticipate bringing the JPA budget to the CPCSD Board of Directors by January for approval.

Minutes from the September meeting are attached.

FIRE PREVENTION

As we roll into the holiday season, it is easy to get caught up in our family and friends. Now is a good time to be prepared by always having two ways out of every room, placing working smoke alarms in every sleeping area, and practicing an evacuation plan during the day and at night. In addition, to keep your holiday festive and bright, make sure to always practice safe cooking habits. The kitchen is one of the most active and potentially dangerous rooms in your house. Here are some safety tips to avoid accidents in your cooking area:

- Pay attention to your cooking. Most kitchen fires occur because food is left unattended.
- Heat cooking oil gradually and never leave it unattended. Hot oil can ignite easily and is very flammable.
- Never place frozen food in hot oil or grease. It will splatter all over and can burn you or start a fire.
- Never use water on grease fires – it will make the fire larger. If you have a fire make sure to turn off the stove or hot plate, cover the pan, and leave the pan there.
- If you have a cooking fire, when in doubt, just get out and call 9-1-1.
- Wear short-sleeved or tight-fitting clothing when cooking. Loose, dangling sleeves can ignite easily.
- Turn pot handles away from the stove's edge and use the back burners when possible.

- Keep a three-foot kid-free zone around your cooking area.
- If a fire starts in the oven, turn off the oven and leave the door closed.

Many people use microwaves for cooking and reheating food items. To stay safe when using your microwave, make sure to plug the microwave directly into an outlet; using an extension cord can overload the circuit and cause a fire. If you have a fire in your microwave, turn it off immediately and keep the door closed. Do not open the door until the fire is completely out. Call 9-1-1 even if you put the fire out. One last hot topic is Thanksgiving turkeys! If you plan on deep-frying a turkey, place the turkey fryer well away from your home, trees, or wooden structures, like a deck. A cooking fire could quickly spread to your entire home. Always watch the fryer, do not leave hot oil unattended, and do not allow children or pets near the cooking area. Allow the oil to cool completely before disposing or storing. We want you to have a safe and festive holiday season by using all of these safety tips. Please share with your friends and family to prevent any unwanted tragedies.

Prevention Duties- November

OVERVIEW OF CAMERON PARK WEED AND RUBBISH ABATEMENT

- Create 2016 Vacant Lot Inspection Spreadsheet to track daily progress
- 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 September = 107
 - Inspections for October to date = 150
 - Total Inspections to date = 257
 - Remaining lots to be inspected = 123

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

Prevention Duties- November

- **Bell Woods Subdivision – West of Knollwood – 54 unit residential subdivision**
20% in Cameron Park / 80% in EDH – Asking for six - 1 year extension s.
Wrote Fire Flow letter for this project on
- **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

- ~~New Home – 3890 Rustic Road~~
- Signed off in county LMIS system and meets current Title 14 Standards.
- **Illegal Tenant Improvement – Coach Lane**
- **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.
- **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**

Prevention Duties- November

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.

- **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.

- ~~**Solar Projects for the following addresses;**~~

- ~~○ 3073A Ponte Morino Dr~~
- ~~○ 3075B Ponte Morino Dr~~
- ~~○ 3077C Ponte Morino Dr~~
- ~~○ 3079D Ponte Morino Dr~~
- ~~○ 3081 Ponte Morino Dr~~
- ~~○ 3083 Ponte Morino Dr~~

Plans reviewed, approved with a conditions letter for all 10 solar projects. , back with project manager to start working on project. They will call when solar project has been completed for approval. **FINALED**

- **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.

- **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.**

- **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.

Prevention Duties- November

UPDATING FIRE CODE – 2016

- Every three years California goes through a change cycle of the Fire Code
- Cameron Park Fire Department drafts new Resolution (2016.14)
- Second Reading at October's Board Meeting

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 = 8
 - Passed = 4
 - Failed = 4
 - Total Staff Hours = 16

Fire Prevention Officer Association Meeting

- See Attached



Fire Committee Meeting Update for November:

The Weed Abatement Specialist is continuing to do visual vacant lot inspections, photographing each lot, documenting information and updating the files and spreadsheets to reflect the most current information. To date (11/1/16) there have been 278 inspections completed with approximately 99 left to complete. It is anticipated all the inspections will be finished by mid-November.

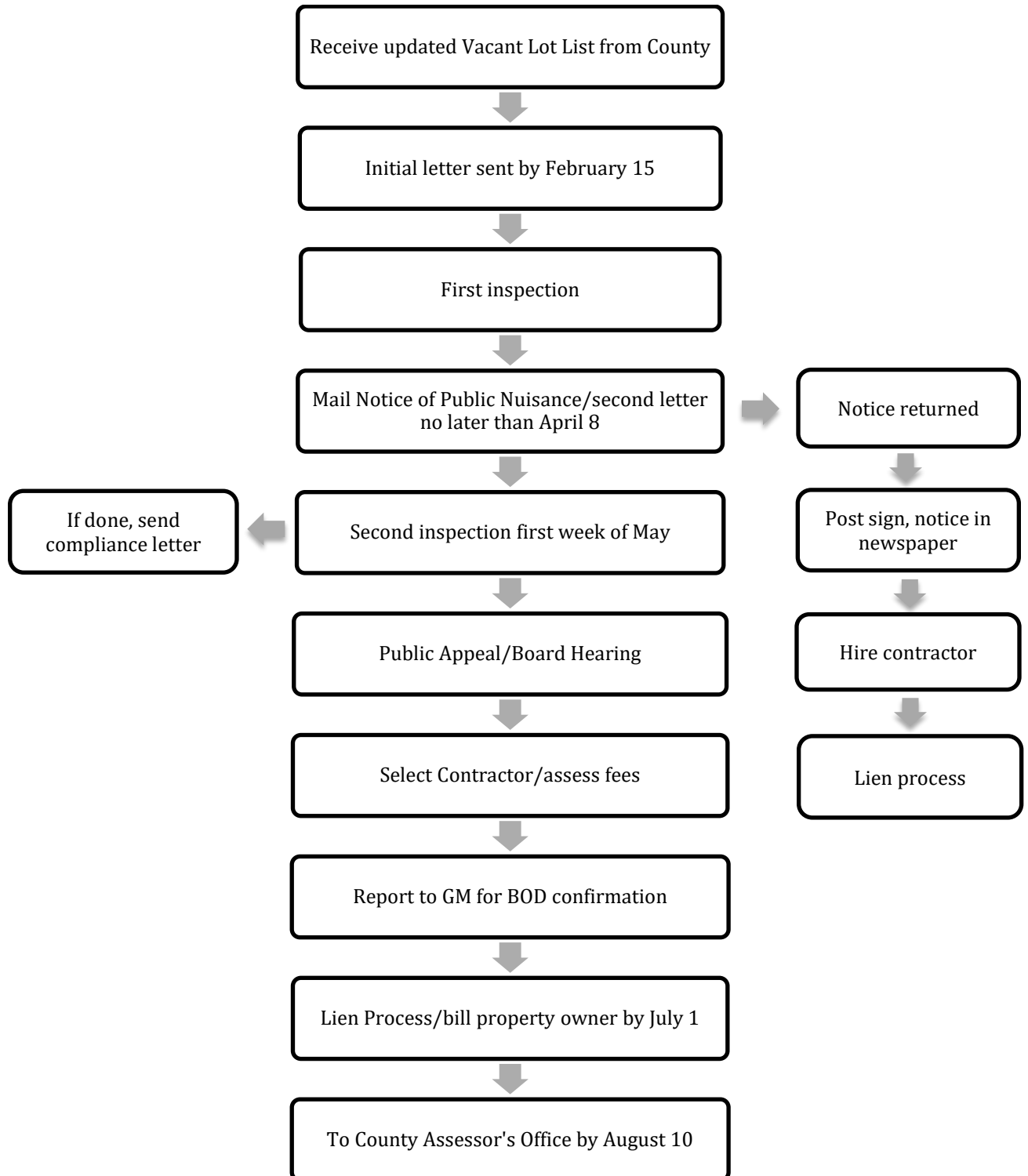
The Weed Abatement Specialist has followed up with the County Assessor's office regarding some issues with information on county records vs. actual status (per visual inspection) and changes have been made accordingly, i.e.; properties with vacant lot use codes that actually have buildings on them, properties that are coded incorrectly.

The Weed Abatement Specialist has been working on a 'flow chart' for the Weed Abatement Ordinance 2016-03-16 Overview. This should simplify the process for anyone interested on how the Ordinance is enforced. The Weed Abatement Specialist will also be working on updating the letters for the 2017 mailings.

No walk in or phone calls regarding Weed Abatement issues this month.



OVERVIEW WEED ABATEMENT ORDINANCE NO. 2016.03.16





El Dorado County Fire Prevention Officer's Association

501 Main Street, Diamond Springs, CA 95619

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

Agenda

**October 20, 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 September 2016 meeting.

By Mike Smith

2nd by Isaac English

Approval of Agenda

By Ken Earle

2nd by Mike Smith

Treasurer's Report – Balance \$3,315.61

Correspondence or Communications

Agency Reports

El Dorado County Development Services

El Dorado County Transportation Division

Shingle Springs Project slowing due to EIR issues. (Jose Cornejo)

1. Do we need to match County Roadway Standards when pavement/concrete is required based on grade %?
2. **Pavement at 12% Standard? (Cox)**

El Dorado Irrigation District

1. EID water pressures vs. what is needed for fire sprinkler systems and do we provide a cushion % of PSI for future build out?
2. **EID Sprinkler pressure 40 static/20 residual. FPO to write letter to building department with sprinkler concern. (Cox)**

Cal Fire

Recommend adding clearance requirement in Wildland Fire Safe Plans regarding large slash piles or log decks secondary to clearing land for development. Use 304 chapter 3 and require 30ft bare soil. (McFarlin)

Fire Districts

Fire Safe Council

1. **SRA Grants Submitted and waiting for approval.**
2. **County CWPP almost complete.**

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
 - a. Need to work on Investigation trailer policy. (Earle)
 - b. Task book to pick it up?
 - c. Vehicles able to pull it?
 - d. How to pay for new tires?

New Business

1. RFP requirement for authors of Wild Fire Safe Plans – Darin McFarlin
 - BOS wanted RPF requirement in the 90's (Draper)
 - What requirements do we want: RPF, Fuels Management, Fire Background?
 - Cox will contact BOS regarding this issue. (Cox)

Old Business

1. Fire Code Adoption Update on district adoptions

Good of the Order

1. FPO By-Laws

Meeting adjourned at 11:13

Next Meeting: November 17, 2016



El Dorado County Fire Safe Council

P.O. Box 1011
Diamond Springs, CA 95619
Phone: (530) 647-1700
Email: board@edcfiresafe.org

Website: edcfiresafe.org

COUNCIL "Public and Private Partners Working Together to Protect People, Homes, and Natural Resources"

Board Meeting Agenda

October 25, 2016

USFS Headquarters, 100 Forni Road, Placerville

9:30 am to 11:00

1. Meeting Call to Order
 - a. Announcement "Keep comments short and on point"
2. Roll Call: Sign In
3. Approval of Agenda: 10/25/2016 Board Action Item
4. Consent Agenda: Board Action Item
 - a. Approve 9/27/2016 Board Meeting Minutes
5. Public Comment – *Time limit is 3 minutes per person.*
6. Information Items:
 - a. Chairman's report & Communication
 - b. Vice Chair report
 - c. Fire Chiefs Meeting – Pat
 - d. FPO Meeting – Bruce/Steve
 - e. Web page – Update – Contractors List - Ken
7. Old Business
 - a. Council/Board Documents (Members Liability Waiver) -Bruce
 - b. Tree mortality working group – Steve
 - c. SOFAR ENF Cohesive Strategy- Twofer Field Trip- Pat
 - d. CCC Shovel Ready Projects
 - e. E. SRA Grant application status- Pat
8. New Business
 - a. Secretary of State Charitable Trust Issue – Bruce
 - b. Reimbursement Policy clarification – Steve
 - c. OES County Hazard Mitigation Plan update – Steve
 - d. Ratify Contract Award – Justice Enterprises
 - E. APPROVE Policy Exception for CCC Award CL#1*
9. Program Reports
 - a. Need written project report quarterly – instructions attached
 - b. Chipper – Jodi
 - c. Dumpster-Jodi
 - d. Senior Assistance – Ernie

- e. Fuel Reduction Projects
 - i. PP-1-Mark/Heather
 - ii. GF-12 Ernie
 - iii. Trestle Forest Project Teresa – on hold
 - iv. Coloma/Lotus Roadside Clearance
 - v. REE Fuel Reduction
 - vi. CAL FIRE / CCC Projects
 - vii. Lakehills PG&E
 - viii. GF PG&E
- f. CWPP Status-Pat

10. Treasurer's Report: Maureen

- a. Profit & Loss
- b. Grant Funding Status
- c. Operations

11. Board member/ Associate Reports

12. Good of the Order

Adjourn to the November 15th Board Meeting and Stakeholder Meeting

Directions:

US Forest Service Office, 100 Forni Road, Placerville (530) 622-5061

From West El Dorado County

Take east bound Highway 50 towards Placerville; Take Exit 44B/Placerville Drive/Forni Road; At the first stop sign intersection, turn left onto Forni Road; Turn right at the 2nd stop sign intersection (Briw Road); Continue about 350 feet and the destination will be on the right.

From East El Dorado County:

Take west bound Highway 50 towards Placerville; Take Exit 44B/Placerville Drive, Forni Road; At the signal turn left onto Placerville Drive; Continue over the overpass towards In & Out Burger (note that Placerville transitions into Forni Road); Continue through two stop sign intersections; At the 2nd stop sign, turn right (Briw Road); Destination is about 350 feet on the right.

EL DORADO COUNTY FIRE SAFE COUNCIL

Article XVII. REIMBURSEMENT POLICY

PURPOSE:

To assist forming fire safe councils with startup and formation expenses and reimburse existing fire safe councils for ongoing expenses of annual education efforts.

FUNDING SOURCE(S):

Title III, General Fund, SRA, Cap & Trade, Donations, others currently unidentified.

APPLICATION:

Associate Councils (Satellite / Affiliate) and Forming Councils actively participating in EDCFSC activities as defined by the Board.

SCOPE:

Acceptable expenses include; printing, postage, event refreshments (all-day meeting, working meeting, snacks/non-alcoholic beverages for volunteers, outreach activities, etc. as defined by OMB Circular A-87), education materials.

REFERENCE DOCUMENTS:

All requests must be submitted in writing on the EDCFSC reimbursement form and must be accompanied with copies of quotations when requesting approval and copies of invoices when requesting reimbursement. Associate Councils and Forming Councils anticipating reimbursement for acceptable expenses shall request in writing a preapproval for such reimbursement from the EDCFSC Executive Board. The EDCFSC Board of Directors reserves the right to refuse any request / reimbursement at its sole discretion.

All requests and reimbursements will be in accordance with EDCFSC Financial Management Policy Section 3.04.

DEFINITIONS:

Uses for Title III funds can be found on the USDA website:

<http://www.fs.usda.gov/main/pts/countyfunds/faqs>

Overview for OMB Circular A-87:

http://portal.hud.gov/hudportal/documents/huddoc?id=Module1_Top7_A-87.pdf

Annual (Fiscal) reimbursement per Associate Council (Satellite / Affiliate) and Forming Council is limited to:

Associate Council: \$200.00.

Forming: \$500.00.

Notes:

1. Prior to approving any request / reimbursement, the Board is advised to interview the applicant for community donation activity, in-kind hours, etc. to ensure broader community involvement of residents, organizations and agencies.
2. This policy does not cover individual fuel mitigation project requests or matches. Such requests will be handled on a project by project basis with participation at the sole discretion of the Board of Directors.
3. Any Forming \$500.00 reimbursement must be requested and spent within 12 months of when forming council joins EDCFSC as an Associate Council.
4. No Associate Council shall request or be reimbursed for more than \$500.00 in one fiscal year (July-June).



EL DORADO COUNTY FIRE CHIEFS ASSOCIATION MEETING

AGENDA

Wednesday, October 26, 2016, 9:30 a.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 – September 28, 2016
5. Treasurer’s Report (Hardy)
6. Fire Advisory Board
7. Old Business 7.1 El Dorado County Fire Chiefs Association Website (http://www.edchiefs.org/) (Kaslin / Savacool) 7.2 Countywide Fire Station ‘Open House’ on Saturday, June 24, 2017 (Schwab)
8. New Business 8.1 Adoption of Structure Fire and Ringing Alarm “Quick Looks” (Schwab) 8.2 Adoption of Revised Traffic Collisions (TC) Response Matrix (Schwab) 8.3 Nominate Calendar Year 2017 Fire Chiefs Association Officers (Kaslin)
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, November 30, 2016

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



EL DORADO COUNTY FIRE CHIEFS ASSOCIATION MINUTES

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

DATE: Wednesday, September 28, 2016
TIME: 09:30 a.m.

PRESENT

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

Pledge of Allegiance – Conducted

1. Call to Order 9:37 a.m.

Introduction of Guests:

- Mark Spaugh, Garden Valley Fire District Board of Directors
- Laurie Heyman, Big Brothers Big Sisters
- Jim Hartley, El Dorado Hills Fire Board of Directors
- Captain Bryce Bennett, CAL FIRE PIO
- David Whitt, ROP Coordinator
- Todd Crawford, El Dorado County Sheriff's Office
- Dion Nugent, Forte Holdings

Others in Attendance:

- José C. Henríquez, LAFCO
- Rich Todd, EMSA
- Tami Martin, American Red Cross

2. Public Comments

David Whitt introduced himself to the committee. He is the new ROP instructor for El Dorado County.

3. Approval of Agenda

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

4. Approval of Minutes from the August 24, 2016 Meeting

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

5. Treasurer's Report

Chief Hardy provided a verbal update to the committee and reminded the members to submit their annual Fire Chiefs Association dues.

6. Fire Advisory Board

The Board of Supervisors 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.

7. Old Business

7.1 El Dorado County Fire Chiefs Association Website

Pictures, minutes and a new logo have been uploaded to the new website. The following items are still in progress:

- Defining the purpose
- Calendar alignment
- Determining build/maintenance costs

Chief Savacool will provide an update on the website progress at the October meeting.

7.2. Big Brothers Big Sisters Event Update

Big Brothers Big Sisters of El Dorado County is seeking firefighters to compete for a spot in the 2017 Heroes' Calendar. The event will take place on October 22 and 100% of the proceeds will benefit at-risk children in the community.

8. New Business

None.

9. Department Reports

CAL FIRE ECC AEU: Two strike teams are currently deployed. The air tanker base still in full force. There is a staff member who is currently out on extended personal leave. A memo was distributed from the CAL FIRE Director regarding fuels work. Tours are taking place concerning the post watershed fire burn.

CAL FIRE Cameron Park: No report.

City of South Lake Tahoe: No report.

Diamond Springs / El Dorado Fire: FF/Paramedic testing is complete. District objective is minimum 3-person staffing on engine. Consideration is being given to an Assistant Chief position. Battalion Chief Earle has done a great job. The final budget was passed by the Board. The station remodel project is complete.

El Dorado County Fire: The hiring of 10 new employees has been completed. Squad 21 is now in service. A Deputy Fire Chief position was posted, but after receipt of the CalPERS unfunded liability report the position was rescinded. Dave Abernathy's daughter lost her battle with cancer.

El Dorado Hills: Captains testing is complete; however, the district is holding off on hiring until the Board decides on the future Latrobe staffing. Matt Beckett is still experiencing medical issues related to his accident.

Forest Service: No report.

Garden Valley: There will be a special meeting on Monday, October 3 at 7:00 p.m. to discuss the parcel tax notice that was recently published. The Type 3 engine is experiencing issues. Trying to determine if there is a local interest in a Battalion Chief Academy.

Georgetown Fire: Accepting applications through October 3 for FF/Paramedic. High school homecoming is September 30. Planning is underway for the Every 15 Minutes program.

Lake Valley Fire: No report.

Mosquito Fire: No report.

North Lake Tahoe / Meeks Bay: Division Chief/Fire Marshall Tim Alameda accepted the position as Lake Valley Fire Chief. Mike Schwartz will act as Interim Chief until the new Chief is hired. Currently 100% of the district's administrative staff has less than one year's experience. A new engine is being built for Meeks Bay. Recruitment is underway for FF/Paramedic positions. Testing will take place in November and the academy will take place in December. Good staffing levels were maintained through the summer. A retention grant was recently obtained. Meeks Bay obtained half reimbursement from the Fire Safe Council.

Pioneer Fire: A Type 1 engine was purchased through a FEMA grant. Personnel have been assigned to strike teams. The Fire Captain position is expected to be filled by November 1. Working with EDSO and OES on the upcoming MCI drill.

Rescue Fire: No report.

10. Section Reports

10.1 Training Officers

- 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.
- The merging of two academies is being discussed.
- The next TO meeting will take place October 11.

10.2 Fire Prevention Officers

- The Fire Code process is progressing.

10.3 Operations

- A strike team was dispatched.
- Donations of any extra apparatus is appreciated.
- SOG's, GOG's and SOP's on structure fires will be discussed at the next meeting.

10.4 CSA 3 Update

- El Dorado County Fire recently hired a CSA 3 JPA employee.
- IFTs continue to be an issue.
- The CSA 3 JPA Executive Director, Ryan Wagoner, is doing a good job.
- North Tahoe Fire has requested to be included in conversations regarding the future of CSA 3 ambulance service.

11. Standing Committee Reports

11.1 EMS Agency

- The ePCR program is moving forward.
- New EMSA fees go into effect October 1.

11.2 OES, State & Local

- Search and Rescue is getting a new vehicle.
- An email regarding the Hazard Mitigation Plan will be distributed soon.
- In conjunction with Training Officers and Marshall Medical Center, there will be an active shooter MCI/Surge Capacity Exercise conducted in November. The training day will take place on October 22 at Marshall's Cameron Park annex.
- Chief Gary Humphrey will retire at the end of 2016.

11.3 Fire Safe Council

No report.

11.4 LAFCO

No report.

11.5 Red Cross

- All districts were acknowledged for their responses to the recent fires.
- The Disaster Emergency Response Trailers (DERT) have been updated and secured.

12. Good and Welfare

- CASA fundraiser dinner will take place November 12 at 6:00 p.m. at Lakehills Covenant Church in El Dorado Hills at 6:00 p.m.

13. Adjournment

Chief Roberts motioned to adjourn the meeting at 11:03 a.m. Chief Schwab seconded the motion which carried unanimously.

El Dorado County
Standard Operating Guidelines
Residential Structure Fire – Working Fire

1st Arriving Engine:

Secure water supply, if available

Report on Conditions

- Address correct
- Size and type of building
- Ascending / Descending
- Observed conditions
- Water supply status
- Exposures - wildland and/or structure(s)
- Additional resources
- Declare mode
- Pass or assume command

Command Mode: Assume IC

Fire Attack Mode: Assume IC or Pass Command and CO joins crew

Rescue Mode: Pass Command, CO joins crew

Investigation Mode: Pass or Assume Command

Primary search conducted with extinguishment

2nd Arriving Engine:

Monitor Primary TAC PTA; contact IC

Investigate hydrant locations, PTA

Secure water supply, if not yet obtained

Assume IC, if not assigned

If assuming IC, contact first in Company Officer and obtain CAN report

Accountability Officer

Ensure utilities have been shut off

Deploy and charge a secondary “Two Out” hose line

Crews fulfill “Two Out” for OSHA requirement

3rd Arriving Engine / 1st Arriving Truck:

Contact IC on Primary TAC

Assigned Vent Group

Truck advises crew “Split”, “All In” or “All Out”

Perform ventilation of structure

Assist with building access, search, rescue and salvage

Ensure utilities have been shut off

4th Arriving Engine:

Contact IC on Primary TAC

Assigned Search Group and conducts Secondary Search

-OR-

Assigned as needed for fire ground operations

5th Arriving Engine:

Contact IC on Primary TAC

Assigned RIC

Company Officer becomes RIC Officer

Crew deploys and stages RIC strip

RIC Officer conducts 360° scene survey

Follow RIC SOG

1st Arriving Medic Unit:

Contact IC on Primary TAC

Assigned as needed for fire ground operations

1st Arriving Chief Officer:

Receive briefing from IC, may assume Command

Initial IC becomes Operations or Interior Group

Ensure accountability

Obtain Personnel Accountability Report (PAR)

2nd Arriving Chief Officer:

Receive briefing from IC

Assigned as needed for fire ground operations

Additional Apparatus:

Stage one block away

Contact IC on Primary TAC

El Dorado County
Standard Operating Guidelines
Ringing Alarm

1st Arriving Engine:

Report on conditions

- Address correct
- Size & type of building
- Observed conditions
- Obvious concerns
- Declare mode
- Pass or assume command
- Water supply status
- Additional resources

2nd Arriving Engine:

Stage near water supply

Monitor Primary TAC

Assume command if notified


1st Arriving Chief:

Receive briefing from IC and assume command if requested

DRAFT

UPDATED TRAFFIC COLLISIONS (TC) RELATED RESPONSE PLANS

RSP	TYPE	Description	CHIEF	CLOSEST ENGINE	RESCUE COMPANY	HEAVY RES/ENG	LIGHT RES/ENG	WATER RESCUE	ROPE RESCUE	RESCUE SUPVR	RESCUE SPCLST	MEDIC	HANDCREW ALL RISK	HELICOPTER HOIST/CREW
MTX1	MTCOTS	TC OVER THE SIDE	1	2		1	2					1		
MTX1	MTCB	TC INTO A BUILDING	1	2		1	2					1		
MTC1	MTC	TRAFFIC COLISION	1	2			2					1		
MTX1	MTX	TC W/ EXTRICATION	1	2		1	2					1		

 = Change (Removed)

UPDATED OCTOBER 10, 2016



El Dorado County Emergency Services Authority

Board of Directors Meeting

Wednesday, October 26, 2016, 8:00 a.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 Sept. 28, 2016 4.2 Approval of September 2016 Bills	Roberts
5. Correspondence (<i>None</i>)	Roberts
6. Reports 6.1 Receive/file Statistics for September 2016 6.1.1 Medical Response Times 6.1.2 Mutual Aid 6.1.3 Move Up & Covers 6.1.4 IFTs 6.2 Finance Committee Meeting Update 6.3 Systems Status Management Meeting Update	Hackett Webb Earle
7. Old Business 7.1 EPCR Update (Standing Item) 7.2 Review Upcoming Holiday/Event Calendar (Standing Item)	Hackett Hackett
8. New Business 8.1 Review and Approve Marshall, EDC TOA and JPA Draft Agreement to Support EMT Training 8.2 Update and Discuss Barton Hospital IFT Issues/Potential Revenue 8.3 Discuss Cancellation/Rescheduling of November JPA Board Meeting 8.4 Nominate Calendar Year 2017 JPA Board Officers	Hackett Roberts/Hackett Hackett Roberts
9. Fiscal Items 9.1 Review FY 15-16 Final Revenue and Expenditure Report 9.2 Review FY 16-17 First Quarter Revenue and Expenditure Report	Hackett Hackett
10. Director Items	Roberts
11. Good and Welfare	Roberts
12. Adjournment	Roberts

Next meeting: 8:00 a.m. on Wednesday – November 30, 2016

All Board Meetings are recorded. The Board Packet may be reviewed at the JPA Office located at 480 Locust Road, Diamond Springs, CA 95619. 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, September 28, 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 8:04 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 type="checkbox"/> CAL FIRE - Cameron Park Fire, Div. Chief Mike Webb | <input type="checkbox"/> Alternate Battalion Chief Bob Counts |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Chief Bryan Ransdell | <input type="checkbox"/> Alternate Battalion Chief Ken Earle |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Mike Hardy | <input 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 checked="" type="checkbox"/> Rescue Fire, Deputy Chief Tom Keating | <input type="checkbox"/> Alternate Director Anne Walker |
| <input type="checkbox"/> CAL FIRE ECC AEU, Deputy Chief Brian Estes | <input checked="" type="checkbox"/> Alternate Unit Chief Mike Kaslin |
| <input type="checkbox"/> Mosquito Fire, Chief Mike Hazlett | |
| <input checked="" 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

Introduction of Guests:

- Jim Hartley, El Dorado Hills Fire Board of Directors
- Mark Spaugh, Garden Valley Fire Board of Directors
- Rich Todd, EMSA
- José Henríquez, LAFCO

2. Approval of Agenda

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

3. Public Comments

None.

4. Consent Calendar

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

5. Correspondence

None.

6. Reports

6.1 Receive/File Statistics for August 2016

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

6.2 Systems Status Management Meeting Update

The following topics were discussed at the August meeting:

- Extending the defibrillator monitor field trial.
- New EMSA fees.

7. Old Business

7.1 EPCR Update (Standing Item)

- EMSA requested the number of FTO's that will be attending the initial training.
- EMSA requested that the JPA provide a recommendation on the computer platform to be used for the ePCR program.
- EMSA requested that the JPA provide an ePCR point of contact for each agency.
- Training will occur within the next two months. The go live date is scheduled for January 1, 2017.

Director Hardy stated that it would have been beneficial if EMSA conducted a field trial study. Mr. Todd stated the field trial was declined by HHSA citing that the demonstration process of the review clearly demonstrated all of the components that would be tested in the field from a paramedic use perspective. Additionally, the ePCR RFP was very specific that the proposed software must integrate with dispatch centers, base hospitals, state database depository, provide core measure reports, demonstrate specific National Emergency Medical Services Information Systems (NEMSIS), certification criteria, and incorporate International Classification of Diseases (ICD) 10 coding.

7.2 Review Upcoming Holiday/Event Calendar (Standing Item)

Executive Director Hackett reviewed the holiday/event calendar with the Board.

8. New Business

8.1 Vegetation Fire Ambulance Staffing Flow Chart

Executive Director Hackett reviewed the ambulance staffing flow chart with the Board. Discussion points included:

- The unit dispatched originally should own the call and then have the core unit cover.
- Why take a medic unit out of the core and send them somewhere remote?
- There will be a lot of apparatus behind the originally dispatched unit which will make it difficult for them to leave the scene.
- The flow chart is only for extended attack, not for initial attack.
- The JPA needs to have local agreements with CAL FIRE and the Forest Service on how dispatch is conducted for an extended attack.
- Remove the word "vegetation", as there may be other types of calls that require a standby.
- Potentially replace the word "vegetation" with Incident Management Team (IMT).
- Remove "strike team" from the last step in the flow chart.
- There needs to be a fair and equitable way to assign personnel.
- It should be the responsibility of the district to staff an ambulance at an extended attack within their district.

Executive Director Hackett and Director Schwab will rework the flow chart and present at the October Systems Status Committee meeting.

9. Fiscal Items

Director Keating requested that the Finance Committee create a standardized Field Training Officer accreditation and internship rate that is consistent for all provider agencies.

10. Director Items

CAL FIRE ECC AEU: The new dispatchers are doing well. Battalion Chief Wood is a new father.

CAL FIRE Cameron Park: FF/Paramedic/Engineer exams opened statewide.

Diamond Springs / El Dorado Fire: FF/EMT testing complete.

El Dorado County Fire: The hiring of 10 new employees has been completed. Squad 21 is now in service. CAL FIRE moved out of station 74.

El Dorado Hills: The staffing pattern for Patrol 91 will change effective September 30. Medic 287 will no longer be staffed at night as of September 28. Work is being done on the RFP for the training facility. The future Latrobe staffing model is being discussed.

Garden Valley: Considering Image Trend as the new software vendor for the district.

Georgetown Fire: The FF/Paramedic employment announcement will close Monday, October 3. Currently revamping the brochure and program for extra help EMT/Paramedics.

Lake Valley Fire: No report.

Mosquito Fire: No report.

Pioneer Fire: No report.

Rescue Fire: No report.

11. Good and Welfare

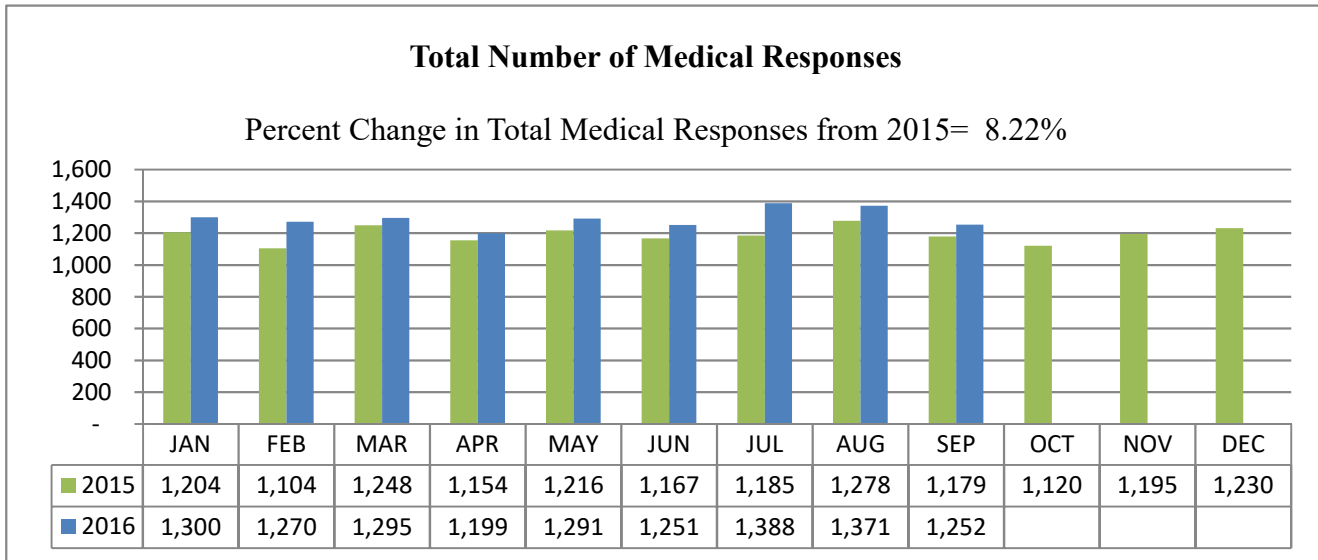
- Director Kaslin will work with Director Hardy on a presentation outlining the history and achievements of the JPA over the last 20 years.

12. Adjournment

Director Keating motioned to adjourn the meeting at 9:22 a.m. Director Ransdell seconded the motion which carried unanimously.

September 2016 Incident Summary Report

Total Number of Ambulance Responses to Date 2016 17,159
 Total Number of Medical Responses to Date 2016 11,617

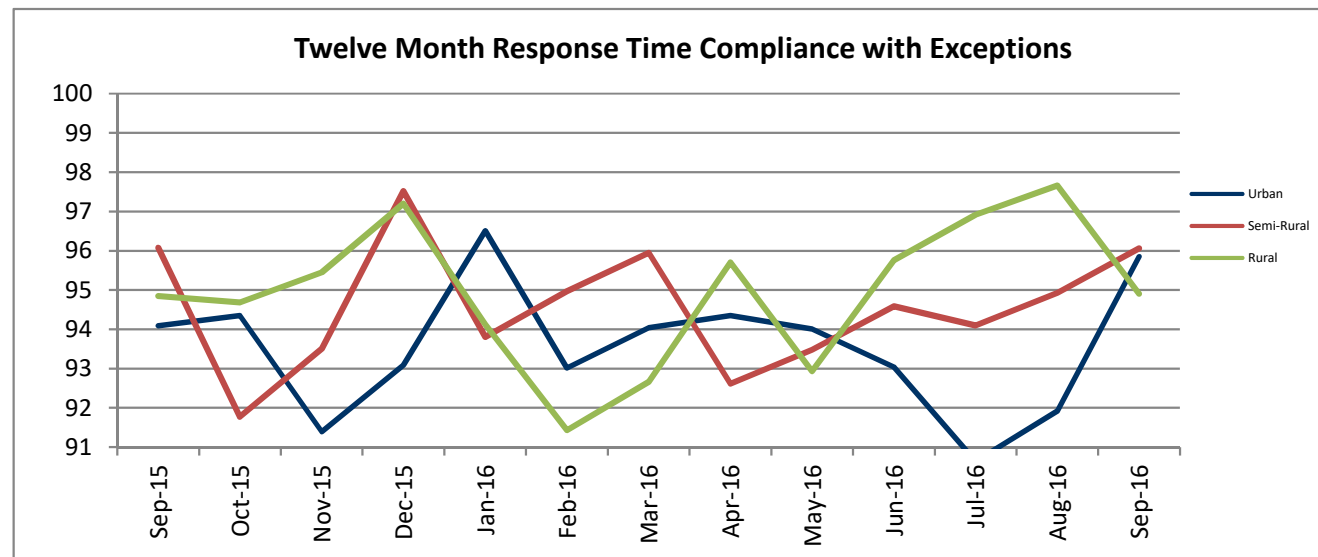


Response Times

	Before Exception Waivers	With Waivers
Urban	95.85%	95.85%
Semi-Rural	93.64%	96.06%
Rural	91.84%	94.90%
Wilderness	100.00%	100.00%

Exception Reports by Response Area

	Generated	Submitted to EMSA	Waiver
Urban	9	0	0
Semi-Rural	21	9	8
Rural	8	5	3
Wilderness	0	0	0



Incident Summary Report for September 2016

Exception Reports by Area and Reason

Total Number of Exception Reports: **38**

Response Area

North	
51 Garden Valley	1
52 Kelsey	
53 Greenwood	
72 Cool	1
74 Coloma	2
61 Georgetown	
64 Greenwood	
63 Volcanoville	1
73 Pilot Hill	

Core	
25 Placerville	
26 Placerville	
27 Gold Hill	
28 Shingle Springs	1
44 Logtown	1
46 El Dorado	2
48 Diamond	
49 Diamond	2
75 Mosquito	4

East	
17 Pollock	6
18 Sierra Springs	4
21 Camino	3
26 Placerville	2

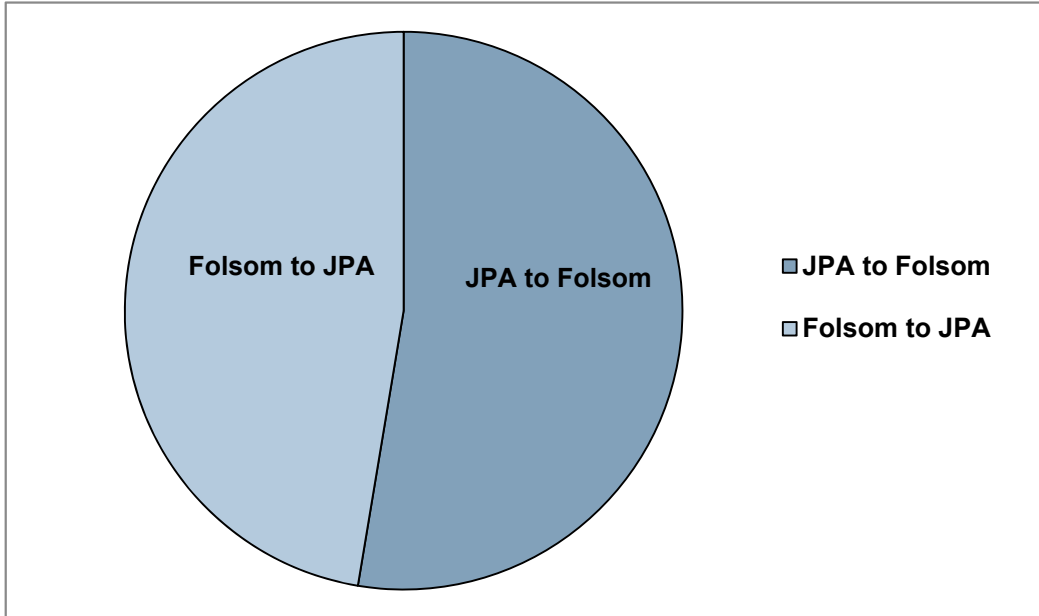
West	
47 Sleepy Hollow	
81 Rescue	2
83 Rescue	1
84 EDH	3
85 EDH	
86 EDH	1
88 Cameron Park	
89 Cameron Park	
91 Latrobe	

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

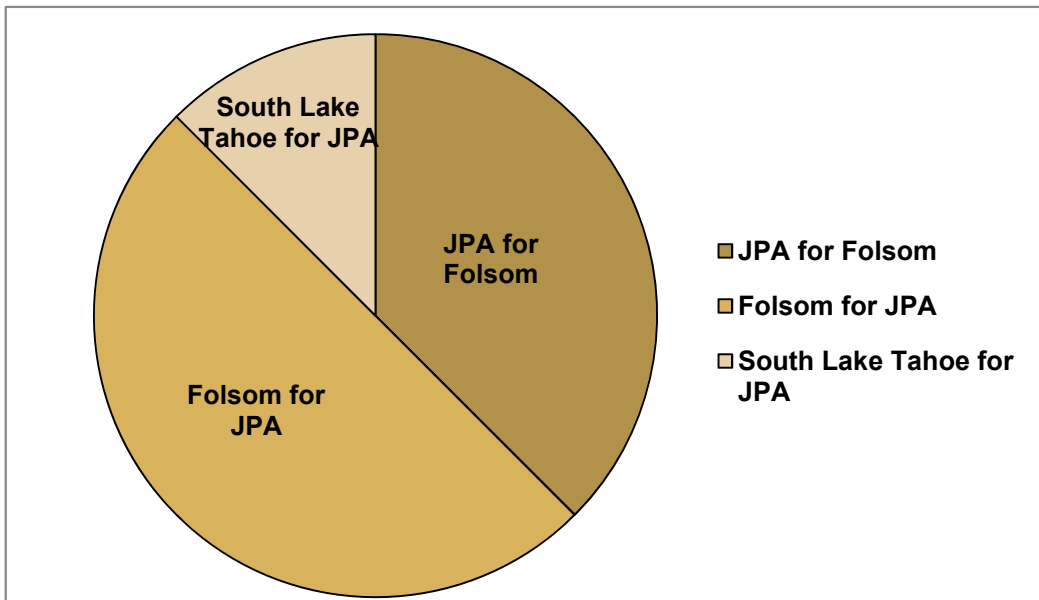
Reason for Exception Report	Urban	Semi-Rural	Rural
2nd unit to MCI		1	
Alert malfunction			
Cancelled enroute			
Cancelled re-dispatched			
Dispatched C-2		3	
Dispatched from training			
Distance	5	3	3
Gate		1	
GSA to GSA	3	5	1
Had to search for patient location			
Incorrect address			
Incorrect time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

Mutual Aid - September 2016

MOVE-UPS	
JPA to Folsom	10
Folsom to JPA	9

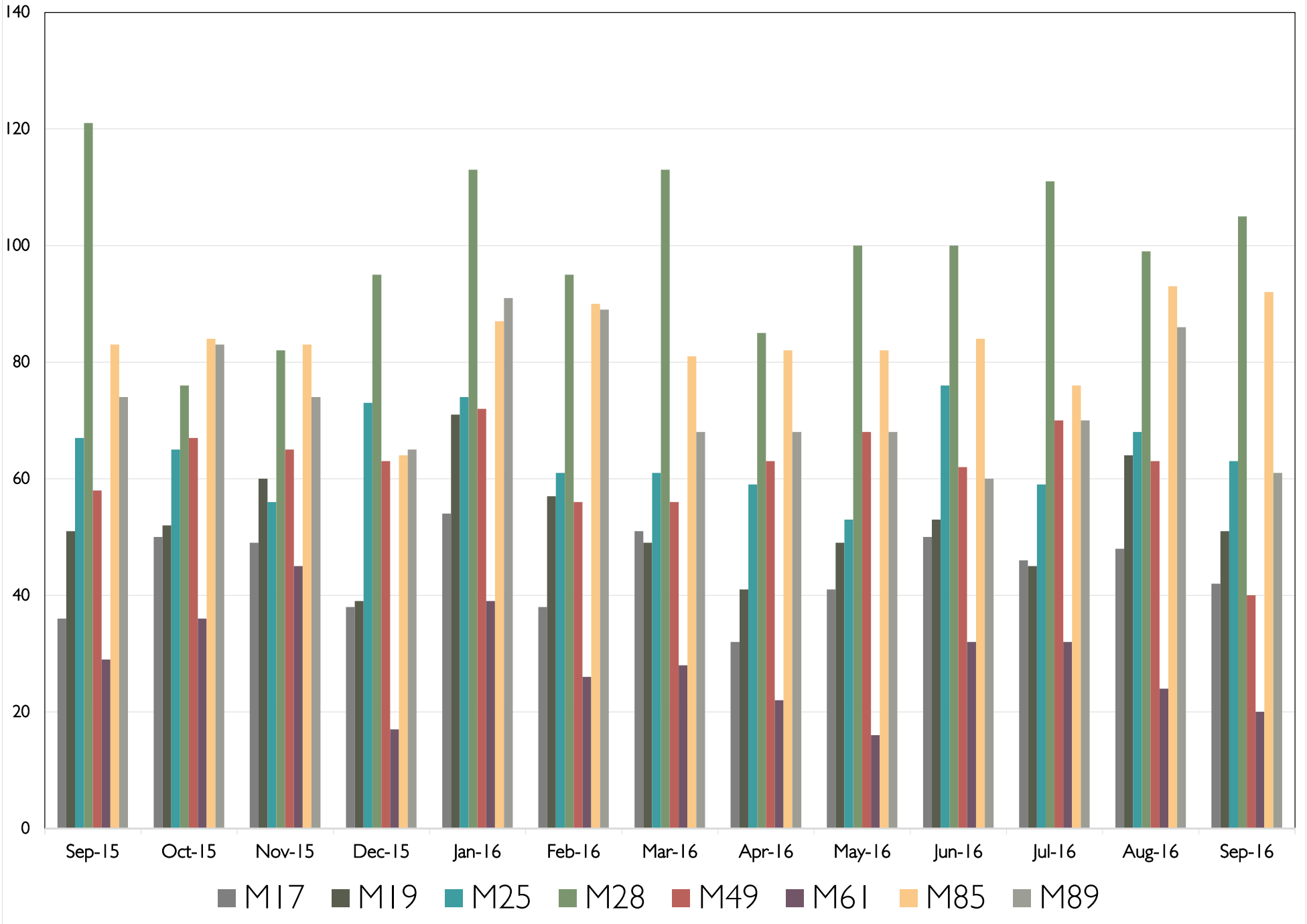


MEDICAL CALLS	
JPA for Folsom	6
Folsom for JPA	8
South Lake Tahoe for JPA	2



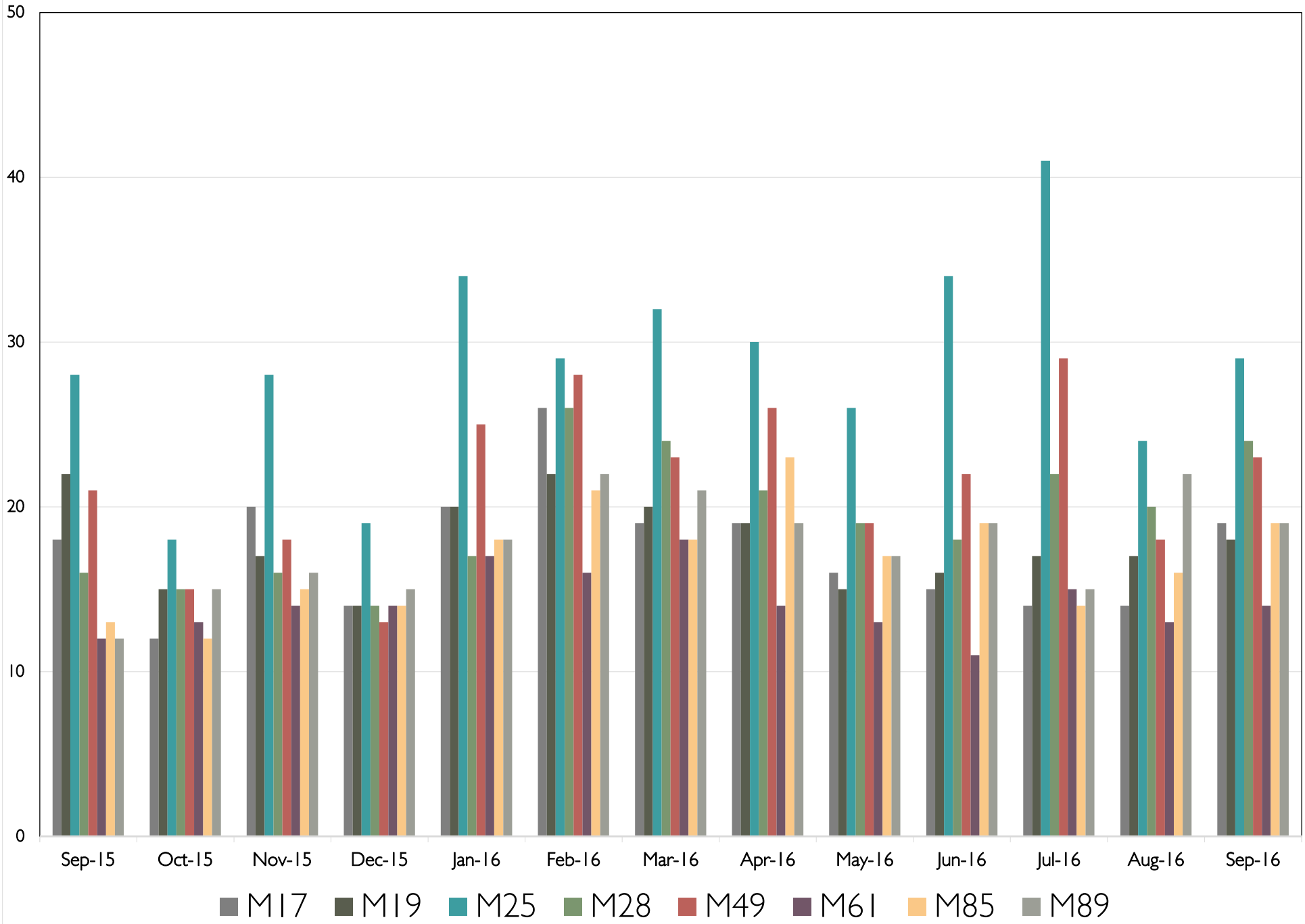
Move Up and Cover Stats

September = 492



Medical Interfacility Transfers

September = 168



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	
		TBD	Every 15 Minutes Program
14	EMS Awards Ceremony (San Francisco)	14	Mother's Day
24	Christmas Eve	29	Memorial Day
25	Christmas		
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 TRAINING OFFICERS ASSOCIATION,
MARSHALL MEDICAL CENTER, AND EL DORADO COUNTY
EMERGENCY SERVICES AUTHORITY**

Letter of Agreement
for

Emergency Medical Technician Hospital Clinical Rotation

This letter of agreement is made and effective this _____ day of October, 2016, between El Dorado County Training Officers Association, hereinafter called (“EDCTOA”), Marshall Medical Center, hereinafter called Hospital, and El Dorado County Emergency Services Authority, hereinafter called JPA, and commencing 2016-2017 academic year.

1. PROGRAM DESCRIPTION

The Training Program is a combination of didactic, hospital rotation, and field ambulance experience designed to train the student to be proficient in the assessment and management of patients with certain acute illnesses and/or injuries.

The hospital clinical rotation provides a controlled environment for the student to observe and/or practice, under supervision, the skills and techniques learned in the didactic phase.

2. PERIOD OF AGREEMENT

This agreement shall be effective as of the date of execution and shall continue in effect for a period of five years. This agreement is subject to cancellation by either party upon submission of thirty (30) days prior written notice.

3. GENERAL DUTIES OF EDCTOA

- A. The EDCTOA and/or designee shall ensure that only students who have successfully completed primary and secondary assessment training (to include vital signs) enter into the clinical phase.
- B. EDCTOA and/or designee shall provide Hospital with a schedule of students unless other arrangements have been made previously with the facility.
- C. EDCTOA and/or designee shall provide to students and Hospital staff, via the Emergency medical technician (EMT 1A) instructor, an approved outline of goals and objectives for Hospital staff and EMT students.
- D. EDCTOA and/or designee and the EMT 1A instructor shall be reasonably available to Hospital for staff support and conflict resolution if necessary.

- E. EDCTOA and/or designee and the EMT 1A instructor will ensure that Hospital's required student packets are distributed prior to the clinical placement, signed and returned to the Human Resources department at the Hospital. The EDCTOA Association will provide all students with an approved temporary identification badge.
 - F. EDCTOA and/or designee shall designate a liaison to the other parties of this agreement to maintain inter-agency communication and coordination for student scheduling for ride-a-longs in an ambulance.
 - G. EDCTOA and/or designee shall maintain a course curriculum that meets and/or exceeds student educational and performance requirements as set forth by the State of California Emergency Medical Services Authority and the El Dorado County Emergency Medical Services Agency.
 - H. EDCTOA and/or designee shall annually review and assess the program effectiveness and student outcomes and manage the program to its full capability.
 - I. EDCTOA and/or designee shall establish minimum standards of education, experience and skill for those who will be instructing this course and managing the program.
 - J. The course (s) must first be approved by the EDCTOA and/or designee before class instruction begins.
 - K. The approved instructors of the course shall supervise and instruct the students in accordance with the laws, rules and policies as set forth in Title 22, State of California Emergency Medical Services Authority, The El Dorado County Emergency Medical Services Agency, the EDCTOA and its designee, Hospital and JPA.
 - L. The EDCTOA and/or designee shall ensure that only students who have successfully met the pre-requisites in Paragraph #4 of attachment "A" are permitted access to Hospital's patient care facilities.
4. EDCTOA and/or DESIGNEE STAFF
- EDCTOA's Association shall not decrease the number of assigned staff as a result of the assignment of students.
5. RIDE-A-LONG SUPERVISION
- During the course of a ride-a-long, the senior firefighter/paramedic in the ambulance shall have the responsibility to supervise the student. This includes providing opportunities, where appropriate, for the student to experience pre-

hospital patient assessment, care and treatment. At no time and under no circumstances is the student to be allowed to operate the ambulance and/or gurney.

6. DISCONTINUANCE OF STUDENT ASSIGNMENT

The EDCTOA and/or designee, and their approved course instructors may, for cause and upon notice, discontinue the assignment of any student at any time during the period of this agreement. The EDCTOA and/or designee, and instructors may at any time recommend discontinuance of the assignment of a student, and may, for cause and upon notice, suspend all privileges, stated or implied, for that student.

7. NONDISCRIMINATION CLAUSE

The EDCTOA and/or designee, and the course instructors agree not to discriminate on the basis of race, sex, physical handicap, religion, color, creed, national origin, language, or age.

8. GENERAL DUTIES OF HOSPITAL

- A. Hospital shall designate level of supervision of students necessary while students are observing and/or caring for patients in the Hospital.
- B. Hospital shall ensure that only qualified staff, as determined by unit supervisor, nursing supervisor, or other appropriate administrator, will supervise/evaluate student's performance.
- C. Hospital will attempt to contact, as soon as is possible, the Emergency Medical Technician ("EMT 1A") instructor or the EDCTOA Association in the event of inappropriate student conduct, or other event with reasonable potential for poor patient outcome or litigation.
- D. Hospital will provide experience for students in the following area:
Emergency Department.

9. HOSPITAL STAFF

Hospital shall not decrease the normal number of assigned staff as a result of the assignment of students.

10. STUDENT SUPERVISION

Students shall be supervised by Hospital staff while in the Hospital according to the rules of the Hospital and in accordance with 3.C. above.

11. DISCONTINUANCE OF STUDENT ASSIGNMENT

The EDCTOA Association may, for cause and upon notice, discontinue the assignment of any student at any time during the period of this agreement. The Hospital may at any time recommend discontinuance of the assignment of a student, and may, for cause and upon notice, suspend all privileges, stated or implied, for that student.

12. NONDISCRIMINATION CLAUSE

Hospital agrees not to discriminate on the basis of race, sex, physical handicap, religion, color, creed, national origin, language, or age.

13. GENERAL DUTIES OF THE JPA

- A. The JPA will monitor and support the efforts of the other parties in achieving a highly effective educational program.
- B. The JPA will coordinate with the sub-contracting provider districts for ride-a-long scheduling and assistance.
- C. The JPA shall maintain a level of insurance coverage as required in our master contract with the County of El Dorado.
- D. The JPA will ensure that any and all unusual events that occur during a student ride-a-long be reported to the El Dorado County Emergency Medical Services Agency as required in our master contract.

14. JPA STAFF

JPA shall not decrease the number of assigned staff as a result of the assignment of students.

15. STUDENT SUPERVISION

The JPA shall monitor the program's management, safety practices and HIPAA protections.

16. DISCONTINUANCE OF STUDENT ASSIGNMENT

The JPA may, for cause and upon notice, discontinue the assignment of any student at any time during the period of this agreement. The JPA may at any time recommend discontinuance of the assignment of a student, and may, for cause and upon notice, suspend all privileges, stated or implied, for that student.

17. NONDISCRIMINATION CLAUSE

The JPA agrees not to discriminate on the basis of race, sex, physical handicap, religion, color, creed, national origin, language, or age.

18. INDEMNIFICATION

All parties to this agreement shall indemnify, defend and hold harmless all other parties to this agreement from any and all loss, damage and liability for damages, including attorney's fees and other costs of defense incurred by one or more of the parties whether for damage or to loss of property, or injury or to death of person, including properties of the agreed parties or death of agreed parties' officers, agents and employees, which shall in any way directly arise out of or be connected with agreed parties' operations hereunder, unless such damage, loss, injury or death shall be caused directly by the negligence of one or more of the parties.

19. INSURANCE

Throughout the duration of this agreement, each agency shall carry medical malpractice in a standard form with a company admitted to insurance business in the State of California.

[Signatures on the following page]

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be duly executed by their authorized representatives on the day and year first above written.

El Dorado County Training Officers Association

Print Name of Authorized Representative

Signature

Date

Marshall Medical Center

Kathy B. Krejci
Print Name of Authorized Representative

Kathy B Krejci
Signature

10/11/16
Date

El Dorado County Emergency Services Authority

Print Name of Authorized Representative

Signature

Date



MARSHALL
MEDICAL CENTER

It's about you

Attachment A

PRE-REQUISITES FOR STUDENT AFFILIATION/PRECEPTORSHIP AGREEMENTS Patient Care Areas / Extended Assignments

In order to comply with The Joint Commission standards, local, state and/or federal regulations, Marshall Medical Center sets specific expectations for those students and/or other contractors who provide patient care services and/or are provided access to patient care areas.

1. Immunizations as follows:

- Mumps, 2 vaccines or titer (included in “MMR”) – within lifetime, or declination
- Rubella, 2 vaccines or titer (included in “MMR”) – within lifetime, or declination
- Rubeola, 2 vaccines or titer (included in “MMR”) – within lifetime, or declination
- Tdap (Tetanus, Diphtheria, Pertussis), 1 dose within last 10 years, or declination
- Varicella (Chicken Pox), 2 vaccines or titer
- Hepatitis B, series of 3 vaccines started, or titer, or declination waiver
- Current seasonal flu vaccine or declination waiver – if declined individual must wear a mask during flu season (typically from November 1 through March 31).

2. Screenings:

- a. Negative TB screening as follows
 - PPD 2-step within 13 months prior to the start of the onsite program, school or college entry and annually thereafter, or physician statement of “free of tuberculosis”
- b. Clear 8-Panel urine drug screening, within 30 days prior to the start of the program, school or college entry if an adult over 18 years of age or older (non-high school student).
- c. Criminal background screening, within 30 days prior to the start of the program, school or college entry if an adult over 18 years of age or older (non-high school student).

3. Instructors: must maintain current licensure and/or meet same requirement as students for immunizations, screening, and licensing.

4. For short term student assignments: Typically 1-3 visits, less than 20 hours total) the following is required:

- Immunizations: Current seasonal flu vaccine or declination waiver – if declined individual must wear a mask during flu season (typically from November 1 through March 31).
- Tdap (Tetanus, Diphtheria, Pertussis), 1 dose within last 10 years, or declination

CSA 7 Revenue and Expenditures FY 15-16 - FINAL

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

ACCOUNT DESCRIPTION	FY 15-16 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	\$ -	\$ 8,043	\$ 47,605	\$ 48,545	\$ 200,879	\$ 1,204,761	\$ 39,369	\$ 49,521	\$ 72,321	\$ 1,095,438	\$ 21,907	\$ 82,894	\$ 2,718,821	\$ 2,871,283	106%
175-Special Tax	\$ -	\$ 4,074	\$ 2,703	\$ 36,159	\$ 116,947	\$ 725,037	\$ 19,775	\$ 27,121	\$ 42,744	\$ 632,133	\$ 11,225	\$ 26,219	\$ 1,623,522	\$ 1,644,137	101%
360-Penalty	\$ -	\$ 1,131	\$ 490	\$ 470	\$ 1,546	\$ 816	\$ 756	\$ 588	\$ 1,262	\$ 835	\$ 1,407	\$ 1,240	\$ 13,000	\$ 10,541	81%
400-Interest	\$ 2,454	\$ 2,358	\$ 2,556	\$ 2,731	\$ 2,294	\$ 2,940	\$ 3,324	\$ 2,928	\$ 3,490	\$ 3,368	\$ -	\$ 3,570	\$ 20,000	\$ 32,013	160%
820-State: HOPTR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,283	\$ 9,993	\$ -	\$ -	\$ -	\$ 14,275	\$ -	\$ 29,000	\$ 28,551	98%
1686-Ambulance Svcs	\$ 363,735	\$ 675,230	\$ 517,404	\$ 793,023	\$ 283,612	\$ 503,496	\$ 389,303	\$ 673,464	\$ 850,682	\$ 460,490	\$ 661,513	\$ 1,035,441	\$ 6,129,672	\$ 7,207,393	118%
1940-Misc. Rev/Miwok	\$ 28,000	\$ (28,000)	\$ 238,000	\$ 40,000	\$ -	\$ -	\$ 5,210	\$ -	\$ -	\$ -	\$ -	\$ 26,000	\$ 400,000	\$ 309,210	77%
TOTAL PER MONTH	\$394,189	\$662,836	\$808,758	\$920,928	\$605,278	\$2,441,333	\$467,730	\$753,622	\$970,499	\$2,192,264	\$710,327	\$1,175,364	\$10,934,015	\$12,103,128	111%

DESCRIPTION	FY 15-16 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													\$ 3,948,598	\$ 3,915,318	99%
3000	\$ 7,047	\$ 11,088	\$ 12,321	\$ 19,470	\$ 13,869	\$ 279,225	\$ 14,132	\$ 13,815	\$ 13,379	\$ 13,379	\$ 86,496	\$ 91,238	\$ 536,718	\$ 575,459	107%
4000	\$ 4,077	\$ 66,691	\$ 101,987	\$ 88,167	\$ 253,465	\$ 288,454	\$ 79,669	\$ 432,927	\$ 44,670	\$ 10,192	\$ 612,586	\$ 142,897	\$ 2,471,880	\$ 2,464,604	100%
6000	\$ -	\$ -	\$ -	\$ -	\$ 290,123	\$ 405,913	\$ 2,807	\$ -	\$ -	\$ 22,572	\$ 2,601	\$ 151,239	\$ 940,000	\$ 875,255	93%
872000 - EDC													\$ 3,906,690	\$ 3,999,551	102%
3000	\$ 239,550	\$ 349,580	\$ 342,585	\$ 299,967	\$ 263,270	\$ 336,859	\$ 141,261	\$ 215,145	\$ 735,572	\$ 286,657	\$ 220,455	\$ 543,196	\$ 3,826,690	\$ 3,974,097	104%
4000	\$ 387	\$ 1,289	\$ 2,363	\$ 1,763	\$ 1,929	\$ 1,217	\$ 7,726	\$ 137	\$ 637	\$ 406	\$ 2,118	\$ 5,482	\$ 80,000	\$ 25,454	32%
873000 - DS													\$ 1,020,000	\$ 958,743	94%
3000	\$ 79,301	\$ 62,122	\$ 69,740	\$ 88,279	\$ 75,691	\$ 89,887	\$ 69,505	\$ 58,660	\$ 72,353	\$ 83,255	\$ 57,122	\$ 143,631	\$ 1,000,000	\$ 949,546	95%
4000	\$ -	\$ 325	\$ -	\$ -	\$ 905	\$ 4,596	\$ 765	\$ 691	\$ -	\$ 366	\$ 20	\$ 1,529	\$ 20,000	\$ 9,197	46%
874000 - GT													\$ 1,011,803	\$ 972,832	96%
3000	\$ 55,384	\$ 98,123	\$ 90,701	\$ 154,978	\$ 30,645	\$ 106,556	\$ 70,303	\$ 56,351	\$ 70,482	\$ 71,471	\$ 53,820	\$ 101,741	\$ 991,803	\$ 960,555	97%
4000	\$ -	\$ 1,387	\$ 1,768	\$ 2,735	\$ 189	\$ 450	\$ 481	\$ 1,037	\$ 132	\$ 4,636	\$ (2,369)	\$ 1,831	\$ 20,000	\$ 12,277	61%
875000 - CP													\$ 1,006,742	\$ 973,146	97%
3000	\$ -	\$ -	\$ -	\$ -	\$ 205,480	\$ -	\$ -	\$ 239,850	\$ -	\$ -	\$ 503,957	\$ 9,002	\$ 986,742	\$ 958,289	97%
4000	\$ -	\$ -	\$ -	\$ 201	\$ -	\$ 2,600	\$ -	\$ -	\$ -	\$ 3,785	\$ 8,271	\$ -	\$ 20,000	\$ 14,857	74%
877000 - EDH													\$ 751,272	\$ 898,599	120%
3000	\$ -	\$ -	\$ -	\$ -	\$ 217,933	\$ -	\$ -	\$ 191,194	\$ -	\$ 215,606	\$ -	\$ 249,295	\$ 731,272	\$ 874,028	120%
4000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,292	\$ -	\$ 7,383	\$ -	\$ 2,641	\$ -	\$ 3,255	\$ 20,000	\$ 24,571	123%
JPA Expense Subtotals	\$ 385,746	\$ 590,605	\$ 621,465	\$ 655,560	\$ 1,353,499	\$ 1,527,049	\$ 386,649	\$ 1,217,190	\$ 937,225	\$ 714,966	\$ 1,545,077	\$ 1,444,336	\$ 11,645,105	\$ 11,718,189	101%
YEAR END TOTALS	Quarter 1			Quarter 2			Quarter 3			Quarter 4			ESTIMATED	ACTUAL	
REVENUE	\$394,189	\$662,836	\$808,758	\$920,928	\$605,278	\$2,441,333	\$467,730	\$753,622	\$970,499	\$2,192,264	\$710,327	\$1,175,364	\$10,934,015	\$12,103,128	
JPA EXPENSE	\$385,746	\$590,605	\$621,465	\$655,560	\$1,353,499	\$1,527,049	\$386,649	\$1,217,190	\$937,225	\$714,966	\$1,545,077	\$1,444,336	\$11,645,105	\$11,718,189	
Difference	\$8,443	\$72,231	\$187,293	\$265,368	(\$748,221)	\$914,284	\$81,081	(\$463,568)	\$33,274	\$1,477,298	(\$834,750)	(\$268,972)	(\$711,090)	\$384,939	

Item 9.2

CSA 7 Revenue and Expenditures FY 16 - 17

ACCOUNT DESCRIPTION	FY 15-16 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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$3,095,709	\$53,609	2%
175-Special Tax	\$ -	\$ 2,418	\$ 2,644	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,756,371	\$5,062	0%
360-Penalty	\$ -	\$ 523	\$ 515	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$10,687	\$1,038	10%
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$6,129,672	\$1,446,107	24%
1940-Misc. Rev/Miwok	\$ 10,000	\$ (10,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$200,000	\$0	0%
TOTAL PER MONTH	\$512,076	\$395,897	\$604,732	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,241,650	\$1,512,705	13%

DESCRIPTION	FY 15-16 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	\$ 39,246	1%
3000	\$ 10,988	\$ 13,949	\$ 14,269	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 626,158	\$ 39,206	6%
4000	\$ 14,177	\$ 80,108	\$ 28,897	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,557,450	\$ -	0%
6000	\$ -	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 810,000	\$ 40	0%
872000 - EDC														\$ 3,856,847	\$ 915,931	24%
3000	\$ 247,938	\$ 378,397	\$ 285,606	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,776,847	\$ 911,941	24%
4000	\$ -	\$ 3,990	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 3,990	5%
873000 - DS														\$ 1,185,321	\$ 207,430	17%
3000	\$ 79,536	\$ 78,249	\$ 49,441	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,165,321	\$ 207,226	18%
4000	\$ -	\$ -	\$ 204	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 204	1%
874000 - GT														\$ 1,035,878	\$ 295,615	29%
3000	\$ 141,663	\$ 79,541	\$ 69,495	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,015,878	\$ 290,699	29%
4000	\$ -	\$ 2,584	\$ 2,332	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 4,916	25%
875000 - CP														\$ 1,106,197	\$ -	0%
3000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,086,197	\$ -	0%
4000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	0%
877000 - EDH														\$ 890,126	\$ -	0%
3000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 869,526	\$ -	0%
4000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,600	\$ -	0%
JPA Expense Subtotals	\$ 494,302	\$ 636,858	\$ 450,244	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,067,977	\$ 1,920,226	16%
YEAR END TOTALS	Quarter 1			Quarter 2			Quarter 3			Quarter 4			ESTIMATED	ACTUAL		
REVENUE	\$512,076	\$395,897	\$604,732	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,241,650	\$1,512,705	
JPA EXPENSE	\$494,302	\$636,858	\$450,244	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,067,977	\$1,920,226	
Difference	\$17,774	(\$240,961)	\$154,488	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$826,327)	-\$407,521	

Outstanding Accounts Payable Class 3000
 Class 4000 \$33,078.00
 Class 6000

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

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

UPCOMING EVENTS:

- Old Fashioned Christmas Craft Fair – November 19 – Community Center – 10am – 4pm.
- Santa Run/Explorer Pancake Breakfast – December 3 – Community Center – Run starts at 8am; breakfast from 8am to 12pm.
- Santa Visits – December 7, 8, 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.

WEBSITE

Google Analytics – old website compared to new – please find the audience overview information from the date range of September 30 to October 29, 2015 and September 30 to October 29, 2016. Also see the end of the month report from Uptown Studios. - Attachments A, B, C, D

LABOR DAY AT THE POOL: Activity report from this event attached - Attachment E

FALL CLEAN UP DAY: Data from the Community Cleanup day /Yard sale – Attachment F

UPCOMING PROGRAMS:

November – PowerPoint Introduction, Futsal Thanksgiving Clinics, Guitar Ensemble, Ponte Palmero Lunch, and Bird Identification.

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 November 7, 2016, there are 1,180 (13 more than October) page “Likes” on Facebook and 659 (9 more than October) followers on Twitter.
- Please find some of the public service announcements of the recent events and activities held in October.
- Please find the MailChimp campaign information from the email newsletter for November.

MEETINGS/TRAINING:

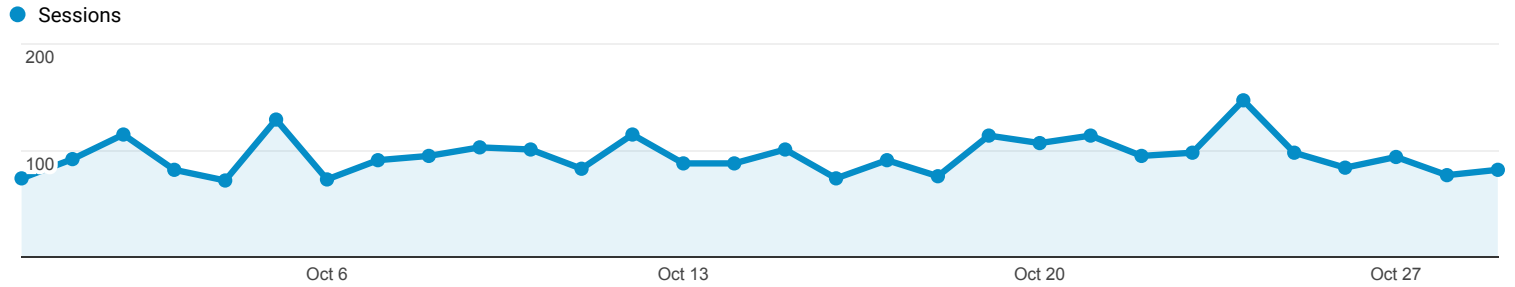
- October 5 - Office of Education – Sharing of Services Breakfast. Event allows community-based organizations to be aware of other organizations that provide services throughout the county. Each community based organization represented at the event presented a 60 second “infomercial” about their organization and the services it provides. Spotlights – Community Showcase, Pumpkin Patch, classes/programs and facility rentals.
- October 6 – Camerado Middle School. Staff met with the Principal, Vice Principal and custodial staff to discuss parking when groups use the field at the school, possible after-school classes, utilizing teachers to teach classes and meeting with the leadership group.

Sep 30, 2015 - Oct 29, 2015

Attachment A - 2015

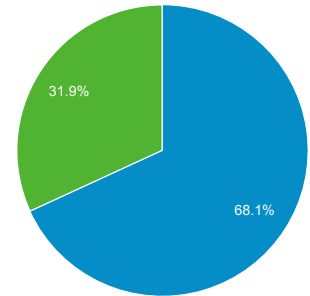
All Users
100.00% Sessions

Overview



Sessions 2,853	Users 2,247	Pageviews 5,860
Pages / Session 2.05	Avg. Session Duration 00:01:16	Bounce Rate 62.71%
% New Sessions 68.07%		

■ New Visitor ■ Returning Visitor



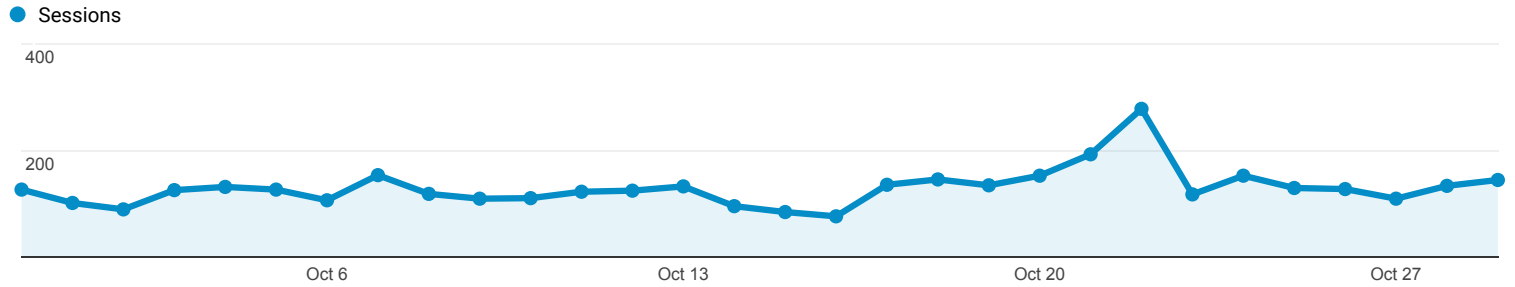
Language	Sessions	% Sessions
1. en-us	2,713	95.09%
2. (not set)	72	2.52%
3. en	26	0.91%
4. en-au	11	0.39%
5. c	10	0.35%
6. en-gb	6	0.21%
7. zh-cn	3	0.11%
8. en-ca	2	0.07%
9. ru	2	0.07%
10. ru-ru	2	0.07%

Sep 30, 2016 - Oct 29, 2016

Attachment A - 2016

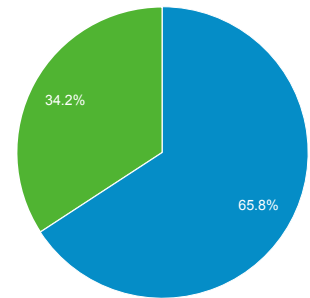
All Users
100.00% Sessions

Overview



Sessions 3,903	Users 2,966	Pageviews 7,948
Pages / Session 2.04	Avg. Session Duration 00:01:41	Bounce Rate 59.24%
% New Sessions 65.80%		

■ New Visitor ■ Returning Visitor



Language	Sessions	% Sessions
1. en-us	3,839	98.36%
2. en-gb	20	0.51%
3. (not set)	11	0.28%
4. es-419	5	0.13%
5. es-xl	5	0.13%
6. c	3	0.08%
7. en-au	3	0.08%
8. en	2	0.05%
9. ko	2	0.05%
10. pt-br	2	0.05%



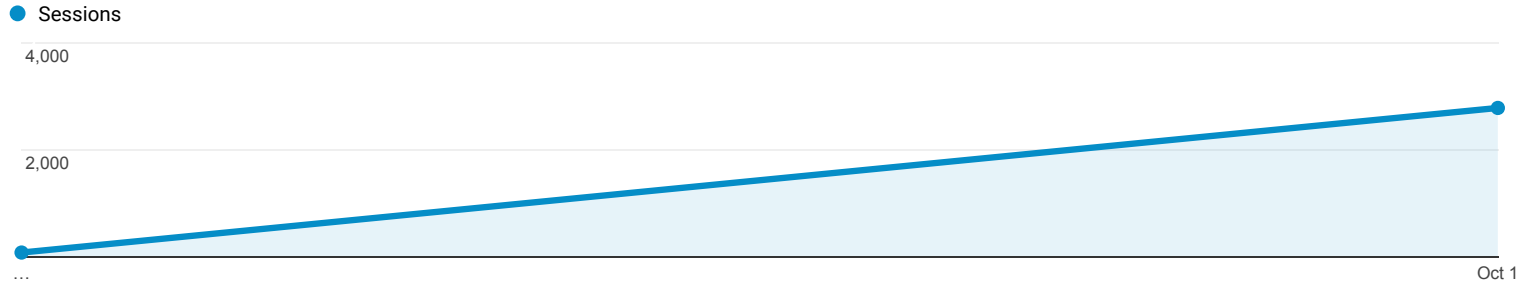
Sep 30, 2015 - Oct 29, 2015

Attachment B - 2015

All Users
100.00% Sessions

Explorer

Summary



User Type	Acquisition			Behavior			Conversions		
	Sessions	% New Sessions	New Users	Bounce Rate	Pages / Session	Avg. Session Duration	Goal Conversion Rate	Goal Completions	Goal Value
	2,853 % of Total: 100.00% (2,853)	68.14% Avg for View: 68.07% (0.10%)	1,944 % of Total: 100.10% (1,942)	62.71% Avg for View: 62.71% (0.00%)	2.05 Avg for View: 2.05 (0.00%)	00:01:16 Avg for View: 00:01:16 (0.00%)	0.00% Avg for View: 0.00% (0.00%)	0 % of Total: 0.00% (0)	\$0.00 % of Total: 0.00% (\$0.00)
1. New Visitor	1,944 (68.14%)	100.00%	1,944 (100.00%)	59.47%	2.15	00:01:18	0.00%	0 (0.00%)	\$0.00 (0.00%)
2. Returning Visitor	909 (31.86%)	0.00%	0 (0.00%)	69.64%	1.85	00:01:12	0.00%	0 (0.00%)	\$0.00 (0.00%)

Rows 1 - 2 of 2



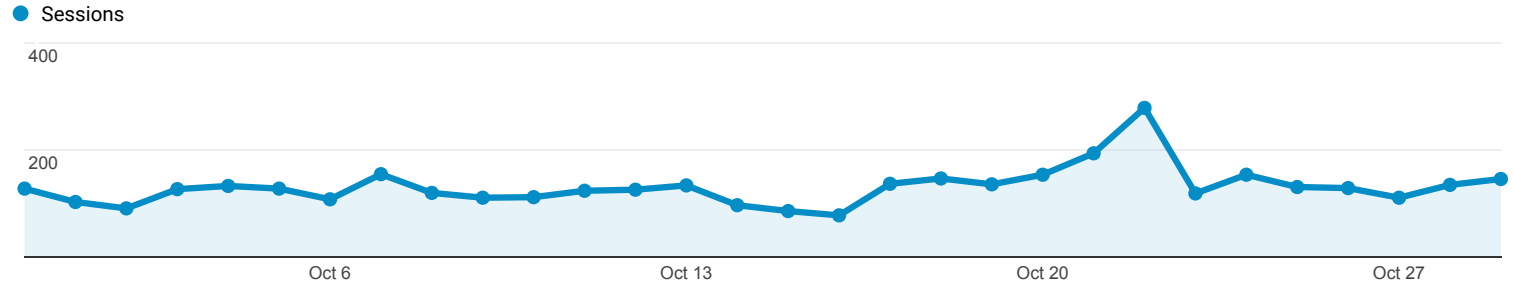
Sep 30, 2016 - Oct 29, 2016

Attachment B - 2016

All Users
100.00% Sessions

Explorer

Summary



User Type	Acquisition			Behavior			Conversions		
	Sessions	% New Sessions	New Users	Bounce Rate	Pages / Session	Avg. Session Duration	Goal Conversion Rate	Goal Completions	Goal Value
	3,903 % of Total: 100.00% (3,903)	65.80% Avg for View: 65.80% (0.00%)	2,568 % of Total: 100.00% (2,568)	59.24% Avg for View: 59.24% (0.00%)	2.04 Avg for View: 2.04 (0.00%)	00:01:41 Avg for View: 00:01:41 (0.00%)	0.00% Avg for View: 0.00% (0.00%)	0 % of Total: 0.00% (0)	\$0.00 % of Total: 0.00% (\$0.00)
1. New Visitor	2,568 (65.80%)	100.00%	2,568 (100.00%)	56.74%	2.06	00:01:30	0.00%	0 (0.00%)	\$0.00 (0.00%)
2. Returning Visitor	1,335 (34.20%)	0.00%	0 (0.00%)	64.04%	1.99	00:02:03	0.00%	0 (0.00%)	\$0.00 (0.00%)

Rows 1 - 2 of 2



Sep 30, 2015 - Oct 29, 2015

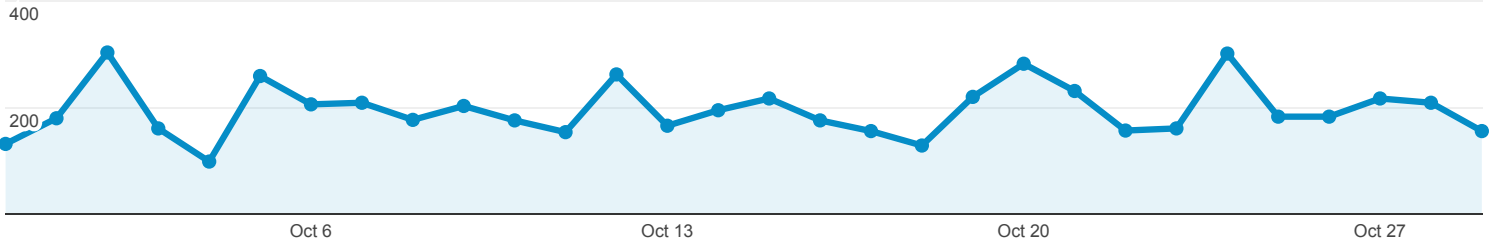
Attachment C - 2015

Pages

All Users
100.00% Pageviews

Explorer

Pageviews



Page	Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
	5,860 % of Total: 100.00% (5,860)	4,545 % of Total: 100.00% (4,545)	00:01:12 Avg for View: 00:01:12 (0.00%)	2,853 % of Total: 100.00% (2,853)	62.71% Avg for View: 62.71% (0.00%)	48.69% Avg for View: 48.69% (0.00%)	\$0.00 % of Total: 0.00% (\$0.00)
1. /community_center.html	673 (11.48%)	519 (11.42%)	00:01:35	387 (13.56%)	60.47%	55.13%	\$0.00 (0.00%)
2. /recreation.html	529 (9.03%)	429 (9.44%)	00:01:11	357 (12.51%)	47.62%	43.48%	\$0.00 (0.00%)
3. /recreation_guide.html	371 (6.33%)	275 (6.05%)	00:01:15	119 (4.17%)	64.71%	56.06%	\$0.00 (0.00%)
4. /cameron_park_lake.html	349 (5.96%)	274 (6.03%)	00:01:34	210 (7.36%)	72.38%	59.03%	\$0.00 (0.00%)
5. /rasmussen_park.html	283 (4.83%)	224 (4.93%)	00:01:32	176 (6.17%)	77.84%	63.60%	\$0.00 (0.00%)
6. /special_events.html	281 (4.80%)	235 (5.17%)	00:01:09	164 (5.75%)	66.46%	57.65%	\$0.00 (0.00%)
7. /parks_and_facilities.html	270 (4.61%)	190 (4.18%)	00:00:47	114 (4.00%)	30.70%	26.30%	\$0.00 (0.00%)
8. /contact_us.html	261 (4.45%)	218 (4.80%)	00:02:32	130 (4.56%)	75.38%	64.75%	\$0.00 (0.00%)
9. /ccrs.html	256 (4.37%)	187 (4.11%)	00:02:54	147 (5.15%)	72.11%	58.20%	\$0.00 (0.00%)
10. /fire_and_emergency_services.html	230 (3.92%)	181 (3.98%)	00:00:39	165 (5.78%)	61.21%	52.17%	\$0.00 (0.00%)

Rows 1 - 10 of 49



Sep 30, 2016 - Oct 29, 2016

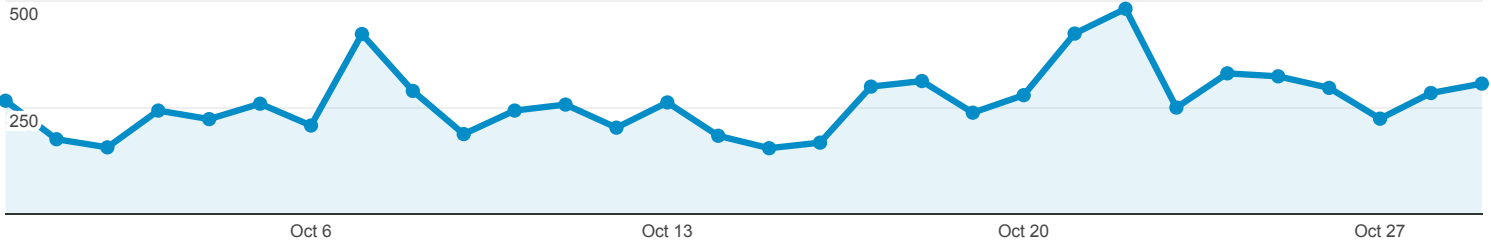
Attachment C - 2016

Pages

All Users
100.00% Pageviews

Explorer

Pageviews



Page	Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
	7,948 % of Total: 100.00% (7,948)	6,592 % of Total: 100.00% (6,592)	00:01:38 Avg for View: 00:01:38 (0.00%)	3,903 % of Total: 100.00% (3,903)	59.24% Avg for View: 59.24% (0.00%)	49.11% Avg for View: 49.11% (0.00%)	\$0.00 % of Total: 0.00% (\$0.00)
1. /	2,497 (31.42%)	2,129 (32.30%)	00:01:34	2,028 (51.96%)	50.05%	48.66%	\$0.00 (0.00%)
2. /parks-facilities/cameron-park-lake/	566 (7.12%)	457 (6.93%)	00:01:58	347 (8.89%)	67.44%	61.66%	\$0.00 (0.00%)
3. /recreation/special-events/	533 (6.71%)	423 (6.42%)	00:01:07	135 (3.46%)	47.41%	36.02%	\$0.00 (0.00%)
4. /events/halloween-carnival-pumpkin-patch/	327 (4.11%)	274 (4.16%)	00:03:19	139 (3.56%)	80.58%	72.48%	\$0.00 (0.00%)
5. /parks-facilities/community-center/	324 (4.08%)	270 (4.10%)	00:02:03	196 (5.02%)	60.20%	55.25%	\$0.00 (0.00%)
6. /recreation/sports/	244 (3.07%)	210 (3.19%)	00:02:52	85 (2.18%)	74.12%	67.21%	\$0.00 (0.00%)
7. /ccrs/ccrs-by-subdivision/	226 (2.84%)	185 (2.81%)	00:04:32	115 (2.95%)	83.48%	66.81%	\$0.00 (0.00%)
8. /parks-facilities/rentals/	218 (2.74%)	170 (2.58%)	00:01:21	22 (0.56%)	86.36%	43.12%	\$0.00 (0.00%)
9. /about-cpcsd/jobs-cameron-park/	207 (2.60%)	145 (2.20%)	00:02:07	58 (1.49%)	81.03%	57.49%	\$0.00 (0.00%)
10. /calendar/	136 (1.71%)	102 (1.55%)	00:00:37	48 (1.23%)	50.00%	38.97%	\$0.00 (0.00%)

Rows 1 - 10 of 311

End of Month Report

Oct 1, 2016 - Oct 31, 2016
 Compare to: Sep 1, 2016 - Sep 30, 2016

Some data in this report may have been removed when a threshold was applied. [Learn more](#)



Visits

Oct 1, 2016 - Oct 31, 2016
4,081
 % of Total: 100.00% (4,081)



Sep 1, 2016 - Sep 30, 2016
5,323
 % of Total: 100.00% (5,323)



Pageviews

Oct 1, 2016 - Oct 31, 2016
8,274
 % of Total: 100.00% (8,274)



Sep 1, 2016 - Sep 30, 2016
10,838
 % of Total: 100.00% (10,838)



Avg. Visit Duration and Pages / Visit

Oct 1, 2016 - Oct 31, 2016
00:01:41
 Avg for View: 00:01:41 (0.00%)



Sep 1, 2016 - Sep 30, 2016
00:01:35
 Avg for View: 00:01:35 (0.00%)



New Visits

Oct 1, 2016 - Oct 31, 2016
2,702
 % of Total: 100.00% (2,702)



Sep 1, 2016 - Sep 30, 2016
3,446
 % of Total: 100.00% (3,446)



Bounce Rate

Oct 1, 2016 - Oct 31, 2016
59.27%
 Avg for View: 59.27% (0.00%)



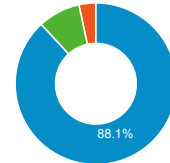
Sep 1, 2016 - Sep 30, 2016
58.39%
 Avg for View: 58.39% (0.00%)



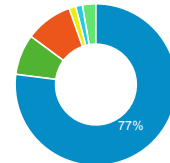
Visits by Social Network

- Facebook
- Yelp
- Twitter
- Instagram
- Meetup
- Other

Oct 1, 2016 - Oct 31, 2016



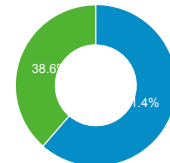
Sep 1, 2016 - Sep 30, 2016



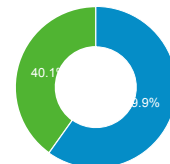
Users by Gender

- female
- male

Oct 1, 2016 - Oct 31, 2016



Sep 1, 2016 - Sep 30, 2016



Avg. Page Load Time (sec)

Oct 1, 2016 - Oct 31, 2016

5.19

Avg for View: 5.19 (0.00%)



Sep 1, 2016 - Sep 30, 2016

5.28

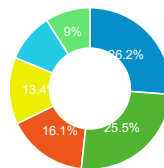
Avg for View: 5.28 (0.00%)



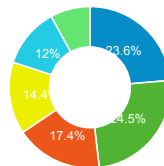
Users by Age

■ 35-44 ■ 25-34 ■ 45-54 ■ 55-64 ■ 18-24 ■ Other

Oct 1, 2016 - Oct 31, 2016



Sep 1, 2016 - Sep 30, 2016



Sessions and % New Sessions by Device Category

Device Category	Sessions	% New Sessions
desktop		
Oct 1, 2016 - Oct 31, 2016	1,909	68.36%
Sep 1, 2016 - Sep 30, 2016	2,317	65.04%
% Change	-17.61%	5.10%
mobile		
Oct 1, 2016 - Oct 31, 2016	1,869	63.78%
Sep 1, 2016 - Sep 30, 2016	2,644	64.49%
% Change	-29.31%	-1.10%
tablet		
Oct 1, 2016 - Oct 31, 2016	303	67.66%
Sep 1, 2016 - Sep 30, 2016	362	64.92%
% Change	-16.30%	4.22%

Entrances and Bounce Rate by Landing Page

Landing Page	Entrances	Bounce Rate
/		
Oct 1, 2016 - Oct 31, 2016	1,512	50.07%
Sep 1, 2016 - Sep 30, 2016	1,821	42.45%
% Change	-16.97%	17.94%
/parks-facilities/cameron-park-lake/		
Oct 1, 2016 - Oct 31, 2016	332	68.37%
Sep 1, 2016 - Sep 30, 2016	647	74.96%
% Change	-48.69%	-8.79%
/parks-facilities/community-center/		
Oct 1, 2016 - Oct 31, 2016	180	60.00%
Sep 1, 2016 - Sep 30, 2016	176	58.52%
% Change	2.27%	2.52%
/events/halloween-carnival-pumpkin-patch/		
Oct 1, 2016 - Oct 31, 2016	126	84.92%
Sep 1, 2016 - Sep 30, 2016	8	50.00%
% Change	1,475.00%	69.84%
/recreation/special-events/		
Oct 1, 2016 - Oct 31, 2016	122	43.44%
Sep 1, 2016 - Sep 30, 2016	184	60.87%
% Change	-33.70%	-28.63%
/ccrs/ccrs-by-subdivision/		
Oct 1, 2016 - Oct 31, 2016	109	83.49%
Sep 1, 2016 - Sep 30, 2016	72	84.72%
% Change	51.39%	-1.46%
/recreation/sports/		
Oct 1, 2016 - Oct 31, 2016	73	71.23%
Sep 1, 2016 - Sep 30, 2016	59	83.05%
% Change	23.73%	-14.23%
/parks-facilities/rasmussen-park/		
Oct 1, 2016 - Oct 31, 2016	70	84.29%
Sep 1, 2016 - Sep 30, 2016	112	81.25%
% Change	-37.50%	3.74%
/fire-and-emergency/fire-resident-program/		
Oct 1, 2016 - Oct 31, 2016	47	42.55%
Sep 1, 2016 - Sep 30, 2016	35	40.00%
% Change	34.29%	6.38%
/calendar/		
Oct 1, 2016 - Oct 31, 2016	46	45.65%
Sep 1, 2016 - Sep 30, 2016	50	30.00%
% Change	-8.00%	52.17%

Attachment D



UPTOWN STUDIOS
WE'VE MOVED:
2415 23rd Street (Between X and Broadway)
Sacramento, CA 95818 916.446.1082
UptownStudios.net

PROJECT NUMBER:
16-2091
DATE: 11/2/16

SUBMITTED TO: Cameron Park Community Services District

2502 Country Club Drive
Cameron Park CA 95682

CLIENT PHONE: 5306772231

CONTACT: Mary Cahill

EMAIL: mcahill@cameronpark.org

PROJECT NAME: WEB MAINTENANCE FULL: October 2016

END OF MONTH Web Report

This month, we completed the following SEO and web maintenance for your website:

- Completing client requested updates
- Manual website reviews on desktop and mobile.
- Updated slider on the homepage

- SEO and website maintenance - created titles and metadata descriptions for five pages

Google Analytics data about website traffic for your site:

- First, your site traffic had 4,018 visits, down from last month's 5,419 and 8,274 page views, down from last month's 10,838
- Visitor's average session duration lasted 1:41
- Social Media traffic came from Facebook, with 88% and YELP with 8%
- You had 49% male visitors and 61% female visitors with the biggest age group being 35-44

RECOMMENDATIONS AND NEXT STEPS

Cameron Park Community Services District
Activity Report

EVENT: Labor Day - Dollar Day at the Pool **DATE:** Monday, September 5, 2016
FACILITY: Cameron Park Community Center Pool **TIME:** 1:00pm – 5:00pm
ESTIMATED ATTENDANCE: 269 throughout the day
SUBMITTED BY: Tina Helm – Recreation Supervisor

◇ REVENUES:	\$ 269.00
• Admissions	\$ 269.00

◇ EXPENDITURES:	\$ 260.77
------------------------	------------------

Marketing

- Flyer creation \$ 45.00
- Posters/Flyers/Street Signs \$ 116.32
- Supplies & Prizes \$ 6.45
- P/T Recreation Staff \$ 127.88

◇ REVENUE	\$ 8.23
------------------	----------------

PROGRAM DESCRIPTION:

Labor Day Dollar Day at the Pool was held Monday, September 5, 2016. This is an annual event. We utilized the Cameron Park Community Pool and added the use of the Community Center Courtyard for additional space with the water balloon toss game. Free games were held every 45 minutes starting at 1:30pm. Children were able to participate in a hula hoop toss, invisible bottle contests, paper boat races, water balloon toss, and a penny search, competing in their appropriate age/skill groups. Prizes were awarded to winners in each game.

SUPPLIES AND RESOURCES:

Flyers were placed at businesses throughout the community and directional road signs were also placed throughout the community the week prior to the event. Information was put into the Activity Guide. Flyers were put into The Windfall and The Clipper. Supplies for games included hula hoops, balls to toss, crayons, water balloons, and pennies. Prizes included stickers, toys, bracelets, clips, glow sticks, and lanyards. Brad from Lumpkin Dirty Dogs brought his hot dog cart and sold \$1 hot dogs to patrons.

EVALUATION:

The weather was great for this event, sunny and warm all day and there was a great turnout. The public lined up waiting for the pool to open at 1:00pm. The \$1.00 entrance fee was a great idea, as it was affordable for everyone. There was an estimated 269 people in attendance with approximately 89 adults, 160 children and 20 seniors.

A table was set up right inside the main gate that contained sign-ups for each of the games. Registration was steady but did increase once the game started. Staff from Kids Camp and Concession stand oversaw and managed the games.

The hula hoop toss started at 1:30pm and was located near the outdoor showers. This game consisted of participants attempting to toss different size balls through a hula hoop at a designated distance (based on age). There were 20 participants that signed up to play.

The invisible bottle contest started at 2:15pm and was played in the deep lap pool, the middle section of the pool near the slide, and the shallow end by the stairs. Contestants were picked based on their age and ability. The contest starts with their backs to the pool and 5-6 clear plastic bottles filled with water were placed in the pool. On go, the contestants got in and tried to find the bottles. There were 11 participants signed up to play.

The paper boat race started at 3:00pm. It was organized on the pool deck and races were held in the shallow end by the stairs for younger participants, as well as the deep end for the older participants. Participants were given paper and crayons to create boats out of. Once finished, contestants raced their boats in the pool; heats for each race were determined by age. 18 participants signed up for the paper boat race.

At 3:45pm the water balloon toss took place out in the courtyard. Participants partnered up and tossed a water balloon back and forth, stepping back with each successful catch and the last team with a water balloon at the end of the game was the winner. There were 30 participants signed up to compete in the water balloon toss.

Finally at 4:30pm, the penny search occurred taking place in the shallow end by the stairs and the deep end, depending on age and swimming ability. Pennies were tossed into the pool with some marked with a silver star (indicating the winner). Participants were able to collect 10 pennies, and if they got a penny with a star they won a prize. 14 participants registered for the penny search.

Brad from Lumpkin Dirty Dogs brought his hot dog cart and set up on the middle of the deck between the two pillars. He sold \$1 hot dogs, snacks, and drinks to the Labor Day patrons. Brad indicated that the event was successful. He took in around \$300.

SUGGESTIONS FOR NEXT YEAR:

- Try some different games.
- Promote vendor space in the courtyard area.

ATTACHMENTS:

- Event schedule
- Flyer



Cameron Park Community Services District
530-677-2231

Cameron Park Community Clean Up Day/Swap Meet
Event held Saturday, September 17, 2016

Fall Community Clean Day – held at Camerado Middle School from 8am to 2pm

247 vehicles went through the cleanup day 162 vehicles went through the cleanup day

2016 Data from Waste Connections

4.14 tons for green waste
28.44 tons for trash

Total 32.58 tons

2015 Data from Waste Connections

3.36 tons for green waste
23.86 tons for trash
1.13 tons for recycling

Total 28.35 tons

2016 Data from Snowline Hospice:

TVs	3810 lbs
E-Waste	1052 lbs
Clothing	748 lbs
Misc. Household	2150 lbs

Furniture	100 lbs
Total	7860 lbs.

2015 Data from Snowline Hospice:

TVs	2103 lbs
E- Waste	2289 lbs
Clothing/Linen	1140 lbs
Misc. Household	2750 lbs

Metal	895 lbs
Furniture	800 lbs
Total	9977 lbs.

2016 Personnel

1 Fire Explorer, 6 Resident Fire Fighters
and 10 paid staff.

2015 Personnel

9 Fire Explorers, 5 Resident Fire
Fighters and 10 paid staff.

2016 Yard Sale - held at the Cameron Park CSD Parking Lot from 8am to 12pm

Cameron Park CSD sponsored a Yard Sale Event that day as well
29 vendors registered, all showed up and the weather was great. The overflow vendors were
along the fence by the pool – where the Mommy Market we being held. There were
approximately 200-250 people that came through the event throughout the day.

Submitted by Tina Helm, Recreation Supervisor
11/7/2016

the10 spot

Breast Cancer Facts

In honor of Breast Cancer Awareness Month, we asked local medical experts—Joella Jakobsen, MD, FACS, general surgeon and breast cancer specialist for Mercy Medical Group, a service of Dignity Health Medical Foundation; Dan Herron, MD, director of Women's Imaging at Mercy Imaging Center; and Candice Sauder, MD, a breast cancer surgeon at UC Davis Comprehensive Cancer Center—to share 10 lesser-known facts about the disease.

1. The majority (75 percent) of women who are diagnosed with breast cancer have no family history of it.
2. Women with dense breasts have a higher chance of getting the disease, and their cancer may not be visible on a mammogram.
3. One in eight women will be diagnosed with breast cancer, with a mean age of 61 at diagnosis.
4. There's no evidence that hair dye or antiperspirant increase your risk.
5. Growing evidence suggests that women who get regular physical activity have a 10-25-percent lower risk. Avoiding weight gain and obesity and minimizing alcohol intake may also help to reduce one's risk.
6. Research shows—and all the national health organizations agree—that the most lives will be saved if women begin mammogram screening at age 40 and have one each year.
7. Recent research indicates that long-term, heavy smoking may increase breast cancer risk, particularly among women who start smoking before their first pregnancy.
8. For women at 20 years of age, the risk is 1 in 1,674. At 30, it's 1 in 225, increasing to 1 in 69 at age 40, 1 in 44 at age 50, 1 in 29 at age 60, and 1 in 26 at age 70.
9. Breast cancer typically produces no symptoms.
10. Although there is a small amount of radiation with a mammogram, many women get exposed to the same amount each year walking around from environmental radiation.

— Compiled by Megan Wiskus

cameron park community services district Fall Into Fun



Don't miss the third annual **Cameron Park Community Showcase** on October 13 from 5-7 p.m. at the Cameron Park Community Center. Peruse nonprofit and business booths, veteran connections, and visit the **Community Job Fair**. Admission is free; food, beverages, music and cash drawings will also be part of the fun.

The **Halloween Carnival and Pumpkin Patch** takes place October 22 at Cameron Park Lake from 1:30-4 p.m. and is geared for ages 2-12. Have your child put on their costumes for an afternoon of family fun, complete with old-fashioned carnival games, prizes, pumpkins and more!

Artists and crafters applications are being accepted for the **Christmas Craft Faire**, scheduled for November 19 at the Community Center.

Youth basketball sign-ups are currently being taken for boys and girls in grades 1-8; don't miss out on this year's season.

Events for mature adults this month include a **Senior Lunch** on Mondays and Fridays at noon (suggested donation of \$3), **bridge** on Mondays at 1 p.m. and Wednesdays at 9:30 a.m., and **bingo** on October 11 from 1-3 p.m. The **50+ Room** is open on Tuesdays and Thursdays from 10 a.m. to 4 p.m. for games, including **Rummikub**, **Mexican train**, **pinochle**, **hand and foot**, and **cribbage**—or bring a game of your own. Exercise classes include **Tai Chi for Better Balance**, **chair yoga**, modified **Zumba** and more.

On October 27 from 10 a.m. to noon, **Kris Adams** from **Premier World Discovery** will be at the **Community Center** for a free presentation on the trips planned for the upcoming year.

For the young at heart, programs include **ballet**, **ukulele**, **sewing**, **taekwondo**, **gymnastics**, **tennis**, **bird identification** and more. **Classical guitar**, **art classes**, **jewelry making**, **fused glass**, **knitting**, a **holiday photo memory workshop**, **CPR**, and **hunter safety workshops** are also available. **Fitness classes** include **yoga**, **tai chi**, **jazzercise**, **Zumba**, **cardio barre** and **belly fit**.

Looking for a place to hold your holiday event? Call the Cameron Park CSD for affordable options! •

— Tina Helm

For a complete list of programs and events, visit cameronpark.org or call 530-677-2231.

October events showcase fun in Cameron Park

Cameron Park Community Services District

News release

The third annual Cameron Park Community Showcase will be held from 5 to 7 p.m. on Thursday, Oct. 13, at the Cameron Park Community Center. Visit nonprofit and business booths, learn more about veterans connections and check out the Community Job Fair. Admission is free and guests can enjoy \$1 hot dogs (free to veterans), other food and beverages and music. Don't forget to try your luck at the cash drawings. This is a great family event.

The Halloween Carnival/Pumpkin Patch will be held from 1:30 to 4 p.m. on Saturday, Oct. 22, at Cameron Park Lake. This event is for children ages 2 to 12 years old. Have your child put on a costume and come on down to the lake for an afternoon of fab-boo-lous family fun, including old-fashioned carnival games, prizes, pumpkins and more.

The holidays are right around the corner. The Christmas Craft Faire will be held on Saturday, Nov. 19, at the community center.

Cameron Park Community Services District's youth basketball sign-ups are currently being taken for boys and girls in first through eighth grades. Don't miss out on this year's season.

Mature adults are invited to lunch served by the El Dorado County Senior Nutrition Program at noon every

Monday and Friday at the community center. Suggested donation \$3.

This month's events for mature adults include: Bridge every Monday at 1 p.m. and Wednesday at 9:30 a.m.; Bingo from 1 to 3 p.m. on Tuesday, Oct. 11; learn about Medicare and Medicare supplements at 10 a.m. on Thursday, Oct. 13; attend the Speaker Series at 12:45 p.m. on Friday, Oct. 14; Carol Drebin will speak about the value of advance planning — A Loved One Has Died — Now What?

The 50+ Room is open from 10 a.m. to 4 p.m. Tuesdays and Thursdays. Games include Rummikub, Mexican train, pinocle, hand & foot, cribbage or bring a game of your own. The room is now open on Mondays for those interested in playing games before or after the Senior Nutrition lunch. A Brain Health class will be held at 10:30 a.m. on Tuesday, Oct. 11. Game Day sponsored by the Cameron Park Newcomers begins at 10 a.m. on Tuesday, Oct. 25. The short story discussion group meets at 1 p.m. on Tuesday, Oct. 25. Exercise classes available for mature adults include Tai Chi for Better Balance, Chair Yoga, Modified Zumba and Zumba Gold from a Chair.

Kris Adams from Premier World Discovery will be at the community center from 10 a.m. to noon on Thursday, Oct. 27, to share a free presentation on the trips planned for the upcoming year.

Try some of the new and returning special classes. For

the young at heart the CPCSD offers many programs — a harvest party, ballet, hula, ukulele, sewing, taekwondo, gymnastics, tumbling/trampoline classes, tennis, cooking with kids, volleyball clinics, futsal soccer training program and bird identification.

Other classes offered are classical guitar, art classes, jewelry making, fused glass, knitting, holiday photo memory workshop, guided imagery, beyond insomnia, excel introduction, CPR and hunter safety. Fitness classes include yoga, morning tai chi, jazzercise, Zumba, Zumba basics, Zumba fitness, cardio barre and belly fit. Ballroom dancing this month includes salsa and cha cha, plus a Latin dance workshop.

For more information about CPCSD programs/events visit camerompark.org or call (530) 677-2231.

Cameron Park Life file photo

by Jackie Penn

The Cameron Park Community Services District hosts the Halloween Carnival/Pumpkin Patch on Saturday, Oct. 22, at Cameron Park Lake. Dress up the kids and let them participate in the costume parade, carnival games and more family fun.



LOCAL COUPONS • CLASSIFIED ADS • COMMUNITY RESOURCE GUIDE



WINDFALL

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

OCTOBER 7

Community Showcase Jobs, Non-Profit, Volunteer Opportunities

Thursday, October 13, 2016 - 5pm-7pm
Cameron Park Community Center
2502 Country Club Drive,
Cameron Park

Admission
is
Free!



- Music, Food, & Beverages
- 3 FREE Cash Drawings
- Free Non-Profit Booths
- Business Booths Available
- Community Job Fair
- \$1 Hot Dogs, Free to Vets
- Great Family Event

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



OCTOBER 21

LOCAL COUPONS • CLASSIFIED ADS • COMMUNITY RESOURCE GUIDE

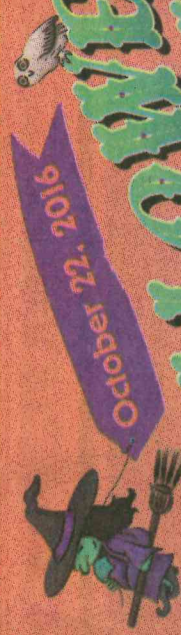
FREE TAKE ONE!



WINDFALL



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



October 22, 2016

HALLOWEEN and Pumpkin Patch



Gates are open from 1:30pm - 4:00pm
Costume Parade at 3:30 p.m.
Cameron Park Lake
2989 Cambridge Road



Put on your costumes and come down to Cameron Park Lake which has transformed into an enchanted place of costumes and candy for an afternoon of fab-boo-lous family fun! Enjoy old fashioned carnival games with prizes, magic show, crafts, food and refreshments. Join the costume parade and visit our Pumpkin Patch!

Admission is Free
Tickets will be sold for kids' activities at the event

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



Where's Windfall?

Here. There. Everywhere!

Oct 13th

The CPCSD Community Showcase was an opportunity to learn more about local jobs, non-profit services and volunteer opportunities. This great family-friendly event is just one of the many events held at the Cameron Park Community Center. For all upcoming events call 530-677-2231 or www.CameronPark.org ~Tell 'em The Windfall sent you!



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.



Ponté Palmero Lunch

Resort Style Senior Living

Come have lunch prepared by Chef Diane of Ponté Palmero at the Community Center. Please join the Ponté Palmero Directors Rachel Amador, Tiffany Ortega and Greg Kasner on Wednesday November 2nd. Lunch will be served at 12:00PM. There will be food and fun for all. Please call 530-677-2231 to reserve your space today.



Upcoming Classes

- Jazz 1
- Kids Sewing Class
- Youth Basketball
- Teen/Adult Ballet
- Cathie's Paint Parties
- Modified Zumba

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.

community events

Continued from page 2

Child Support Info

Are you struggling to make ends meet? Does someone owe you child support? Call your local Child Support Services office at 1-866-901-3212 for info regarding free services, or visit www.edcgov.us/ChildSupport.

Low Cost Flu Shots

The El Dorado County Health and Human Services Agency is offering low-cost flu shots at \$10 per vaccine, but no one will be denied service who can't pay; cash or check accepted. For locations and dates visit www.edcgov.us/publichealth or call the Flu Hotline at 621-6188.

Veterans Benefits

There are many state and federal benefit programs available to Veterans and their dependents. To find out if you are eligible, visit or call the El Dorado County Veteran Affairs Office at 621-5892, 130 Placerville Drive Ste. B, Placerville or visit: <http://www.edcgov.us/Veterans/>

Cameron Park Community

Zumba, 18+, Mondays and Wednesdays 10/31-11/23, 10-11am, Dance Studio, \$50/\$45 with CP resident discount, 677-2231; **Cardio Barre**, 18+, Mondays and Wednesdays 10/31-11/23, 9-10am, Dance Studio, \$50/\$45 with CP resident discount, 677-2231, **Zumba Gold**, 70+, Tuesdays

and Thursdays 11/1-11/29, 10:15-11am, \$45/\$40 with CP resident discount, 677-2231; **Ballroom Dance**, 18+, Salsa/Merengue, Wednesdays 10/26-11/16, 7:15-8:15pm Cha-Cha, Wednesdays 10/26-11/16, 8:15-9:15pm, 677-2231; **Intro to Pickleball**, all ages, Tuesdays and Thursdays 11/28-12/8, 1:30-2:30pm, \$50, 677-2231; **Bingo**, mature adults, Tuesday 11/8, 1-3pm, 2 cards for \$3, \$1 for each additional card - 4 card limit, 677-2231; **Adult Tuesday Basketball League**, 18+, Tuesdays 10/25-1/3, 6:30pm, No games 11/22 & 12/27, Community Center Gym, \$425/session/team, 677-2231 for more information on all classes.

Newsletter November 2016

Sent

Fri, Oct 28, 2016 4:52 pm

Overview

3,457 Recipients

List: CPCSD Newsletter 1

Delivered: Fri, Oct 28, 2016 4:52 pm

Subject: November 2016 Newsletter

0 Orders	\$0.00 Average order revenue	\$0.00 Total revenue
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Open rate	23.0%	Click rate	0.7%
<div style="width: 23.0%; border: 1px solid black; height: 10px;"></div>		<div style="width: 0.7%; border: 1px solid black; height: 10px;"></div>	

List average	25.6%	List average	0.5%
Industry average (Non-Profit)	22.8%	Industry average (Non-Profit)	2.3%

795 Opened	25 Clicked	2 Bounced	3 Unsubscribed
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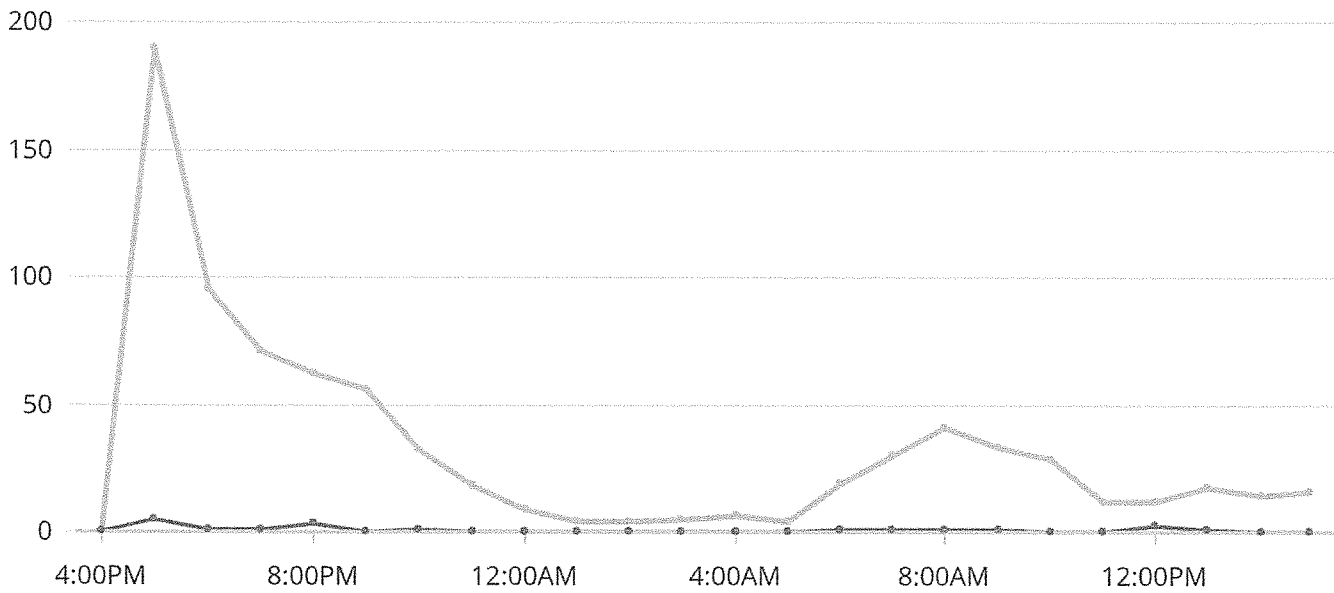
Successful deliveries	3,455 99.9%	Clicks per unique opens	3.1%
Total opens	1,632	Total clicks	54
Last opened	11/8/16 3:12PM	Last clicked	11/3/16 9:08AM
Forwarded	0	Abuse reports	2

Subscriber activity

24-hour performance

Opens

Clicks



Top links clicked

http://www.cameronpark.org	38
http://www.cameronpark.org	7
https://www.facebook.com/CPCSD/	4
https://twitter.com/CameronParkCSD1	3
http://www.edcgov.us/ADA.aspx	2

Subscribers with most opens

	34
--	----

Click performance





URL	Total	Unique
http://www.cameronpark.org	38 (70%)	21 (70%)
http://www.cameronpark.org	7 (13%)	5 (17%)
https://www.facebook.com/CPCSD/	4 (7%)	2 (7%)
https://twitter.com/CameronParkCSD1	3 (6%)	1 (3%)
http://www.edcgov.us/ADA.aspx	2 (4%)	1 (3%)

Advanced reports

Email domain performance

Domain	Email	Bounces	Opens	Clicks	Unsubs
gmail.com	775 (22%)	0 (0%)	169 (22%)	3 (0%)	0 (0%)
yahoo.com	770 (22%)	0 (0%)	169 (22%)	5 (1%)	3 (0%)
sbcglobal.net	509 (15%)	0 (0%)	142 (28%)	5 (1%)	1 (0%)
hotmail.com	318 (9%)	0 (0%)	79 (25%)	8 (3%)	0 (0%)
comcast.net	234 (7%)	0 (0%)	57 (24%)	1 (0%)	0 (0%)
Other	851 (25%)	2 (0%)	179 (21%)	3 (0%)	0 (0%)

Opens by location

Country	Opens	Percent
 USA	1,447	99.5%
 Netherlands	4	0.3%
 Canada	3	0.2%
 Japan	1	0.1%

Agenda Transmittal

DATE: November 16, 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

Cameron Park Lake

The Annual Pumpkin Patch was held at Cameron Park Lake on October 22nd and staff spent extra time cleaning the event area. The broken spiral slide was removed from the playground and a safety enclosure panel was installed to replace it. Excess tulles and vegetation were eliminated from the dam.

Christa McAuliffe Park

PG&E's pole replacement program is in effect. They put a temporary fence at the park and a temporary gate giving them access to our property from the church property next door. When PG&E is finished, they have assured staff that the temporary gate will be replaced with a permanent fence matching the existing fence.

Weed abatement

Gateway Park is in the process of being cleared. There is an issue at the park that the CC&R compliance officer is working on to resolve. Crew took advantage of the changing weather and burned all of the debris piles made in the summer while clearing the Sandpiper lot. The last couple of storms have been pretty intense causing a few trees have come down in the open space areas. The major one was from the Community Center creek lot, where a giant poplar tree came down and took out a section of fence from a neighboring homeowner. The tree has been removed and the fence will be repaired soon.

Landscape and Lighting Assessment Districts (LLADs)

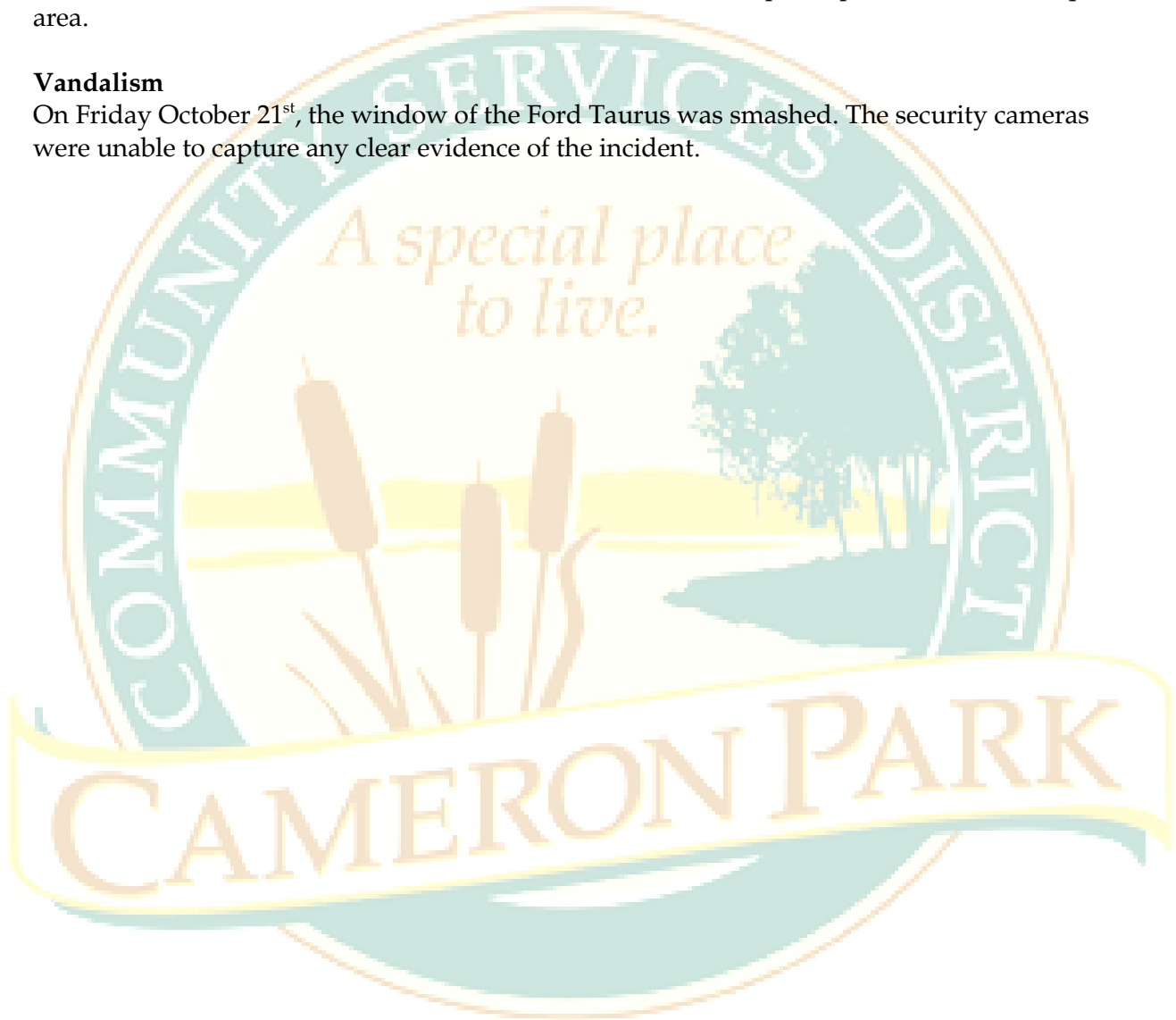
- Northview Park is closed to the public while the new trail project is under construction. The decomposed granite was installed beginning the week of September 3rd. There is a bonding agent mixed in with the decomposed granite that takes several days under warm temperatures to cure and harden. The trail project is almost complete pending weather.
- A few giant limbs come down at the Bar Js and at Cameron Valley.

Community Center

The door between the office lobby and the staff area wasn't closing at all and has been fixed. An energy savings consultant company provided a thorough walkthrough of the Community Center with suggested upgrades at all of the District's facilities. The annual fire sprinkler, backwash and grease trap inspection was done this month. The ice machine needed repair (it was still under warranty) and the mirror in the dance room replaced. The low flow faucet sinks in the quad restrooms were replaced with standard faucets to get hot water there faster. Staff also assembled the Americans with Disabilities Act (ADA) compliant picnic table for the quad area.

Vandalism

On Friday October 21st, the window of the Ford Taurus was smashed. The security cameras were unable to capture any clear evidence of the incident.



Agenda Transmittal

DATE: November 16, 2016

TO: Board of Directors

FROM: Lyle Eickert
Covenants, Conditions and Restrictions (CC&R) Compliance
Officer

AGENDA ITEM #4: **CC&R VIOLATION AT 3931 TORONTO ROAD**

RECOMMENDED ACTION: Receive and Approve Referral to Legal Counsel

BUDGET ACCOUNT: CC&R

BUDGET IMPACT: To Be Determined

Background:

Following a phone call complaint the homeowner at 3931 Toronto Road was cited on August 3, 2016 for being in violation of Cameron Park North Unit #1 CC&Rs. Clause 4(f). The violation is a recreational vehicle trailer parked on the driveway. Cameron Park North Unit #1 CC&Rs specify that trailers of any type must be parked or stored in such a manner so as not to be visible from the roadways. A Final Notice was sent to the homeowner on August 19, 2016. The trailer was removed from the driveway for a couple of weeks but was subsequently returned. On October 14, 2016 the homeowner was sent a Repeat Offender letter directing him, by October 22, 2016, to either properly park/store the vehicle on the property or remove and keep the vehicle removed from the property. The vehicle was not moved and on October 25, 2016 the homeowner was sent a Pre-Legal letter. No response has been received from the homeowner. At the meeting held on November 7, 2016, by a vote of 5-0, the Committee approved forwarding this violation to the Board of Directors for legal action.

REVISED Agenda Transmittal

DATE: November 16, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #6: **OPTIONS FOR EL DORADO COUNTY LEVYING AND COLLECTING ASSESSMENTS FOR FISCAL YEARS 2016/17 and 2017/18 – 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

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

At the November 8th Budget and Administration Committee meeting, John Bliss from SCI Consulting Group presented options for review and consideration regarding the county levying and collecting assessment for Fiscal Years 2016/17 and 2017/18. He stated SCI is fully responsible for providing accurate information to the county.

John Bliss from SCI Consulting Group will be presenting options to the Board. Attached are two draft resolutions for discussion:

- Option A - Would allow the county to levy and collect \$12 instead of \$10 for Fiscal Year 2016/17 and \$10 instead of \$12 for Fiscal Year 2017/18. If, however, prior to August 10, 2017, a parcel is sold or otherwise conveyed, then the \$2 will be provided to the person who was the owner of the parcel prior to the sale or conveyance.
- Option B – Would rescind Resolution No. 2016-06, allowing the county to levy and collect \$12 instead of \$10 for Fiscal Year 2016/17 and \$10 instead of \$12 for Fiscal Year 2017/18 with no reimbursement opportunity.

Additional details will be provided at the Board meeting.

The Board is being asked to review both options, discuss and determine action as appropriate.

Option A

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

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

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

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

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

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

- Section 1. Resolution No. 2016-06 that set the rate of the special tax at \$10 per parcel for fiscal year 2016/17 is hereby rescinded and is replaced by this resolution setting the rate of the special tax at \$12 per parcel for fiscal year 2016/17.
- Section 2. To reflect the above-stated intent of the Board, the 2017/18 levy of the CC&R tax will be reduced by \$2. If, however, prior to August 10, 2017, a parcel is sold or otherwise conveyed, then the \$2 will be provided to the person who was the owner of the parcel prior to the sale or conveyance.
- Section 3. Parcel owners desiring the \$2 sooner may contact the District and request the \$2, which will be provided as soon as possible. Parcel owners receiving the \$2 sooner will not receive the reduction of the \$2 on their 2017/18 property tax bill.

Resolution No. 2016-17
Levy of the Special Tax

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

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Greg Stanton, President
Board of Directors

Mary Cahill
Secretary to the Board

OPTION B

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

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

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

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

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

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

Section 1. Resolution No. 2016-06 that set the rate of the special tax at \$10 per parcel for fiscal year 2016/17 is hereby rescinded and is replaced by this resolution setting the rate of the special tax at \$12 per parcel for fiscal year 2016/17.

Section 2. To reflect the above-stated intent of the Board, the 2017/18 levy of the CC&R special tax will be reduced by \$2 from \$12 per parcel to \$10 per parcel.

Resolution No. 2016-17
Levy of the Special Tax

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

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Greg Stanton, President
Board of Directors

Mary Cahill
Secretary to the Board

Agenda Transmittal

DATE: November 16, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #7: **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.

Fire

On Tuesday May 3, 2016, Engineer Paramedic Greg Schwegler from Fire Station 88 was awarded a medal of valor by the El Dorado County Board of Supervisors for his actions during a water rescue call in March of this year. Engineer Schwegler was also nominated for the Statewide Emergency Medical Services Authority Meritorious Service Award, for which he was selected and will receive the award during a banquet in San Francisco on December 14th.

Emergency Medical Services (EMS) personnel are trained to provide stabilizing and lifesaving care. These EMS awards are intended to honor and recognize noteworthy or exceptional acts and service while working as EMS certified or licensed personnel, administrators, educators, volunteers or civilians within the EMS system. Thirty-one (31) Californians will be honored for their heroic acts and extraordinary contributions to EMS on December 14th in San Francisco.

Weed Abatement

The Weed Abatement Specialist is continuing to do visual vacant lot inspections, photographing each lot, documenting information and updating the files and spreadsheets to reflect the most current information. It is anticipated all the inspections will be finished by mid-November.

Playground Equipment

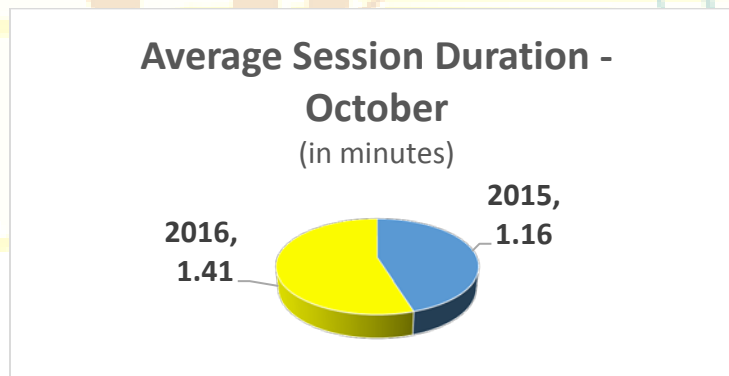
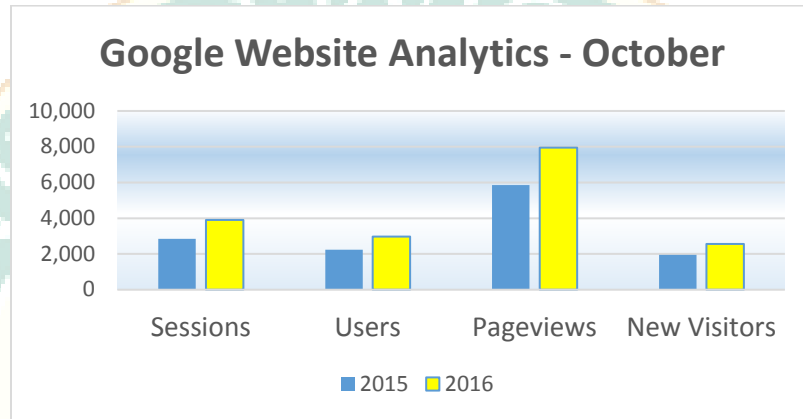
Staff is talking to vendors other than GameTime for playground equipment input and estimates. Since the current grant expires in November, it may be beneficial to wait until January to reapply for the GameTime grant to allow for more time to research other playground companies.

Gold Country Regional Chapter Workshop

The workshop was held at the Cameron Park Community Center and attendance totaled 21 people. Legislative updates were provided by California Special District Associates. Dr. Evelyn Sheffield, professor at Chico State University gave a lively presentation on recruiting millennials, and the dynamics of a multigenerational workplace.

Website

Google Analytics shows an increase in website usage and hits from October 2015 to October 2016.



A new *Mature Adults* page has been added to the website. It includes information on:

- Mature Adults Calendar
- Senior Nutrition Program
- Fifty Plus Room
- Speaker Series
- Classes specific to mature adults
- UCCE Master Gardeners Program
- UCCE Master Preservers Food Program

Agenda Transmittal

DATE: November 16, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #8: **IMPLEMENTATION OF GOALS - FISCAL YEAR 2016/17**

RECOMMENDED ACTION: Receive, Discuss and Action as Appropriate

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

Drafts of a compilation of plans adopted by the Board have been reviewed at the:

- September 13th Budget and Administration Committee meeting
- September 21st Board of Directors' meeting
- October 11th Budget and Administration Committee meeting
- October 19th Board of Directors' meeting
- November 8th Budget and Administration Committee meeting

This summary identifies fiscal year 2016/17 goals and includes the following documents:

- *Cameron Park Community Services District Marketing Plan (2015/16)*
- *Five-Year Forecast and Assessment (Fiscal Year 2017 – Fiscal Year 2021)*
- *Five-Year Strategic Plan 2016-2021*
- *Fire Department Master Plan and Capital Improvement Plan 2015-2016*
- *Goals 2016/17*
- *Capital Improvement Plan 2016/17*

See Attachment A.

Cameron Park Community Services District

Implementation of Goals - Fiscal Year 2016/17

Goal	Implementation	Source
<p>Increase revenue in Recreation Department programs and facility rentals by 5%. Increase sponsorships and use events to bring in revenue.</p>	<p>Apply for more grants, seek additional partnerships/sponsors and funding sources, build on current sponsorships and evaluate property improvement fee schedule.</p>	<ul style="list-style-type: none"> • Marketing and Program Plan (dated August 19, 2015) • Goals 2016/17 (dated May 24, 2016)
<p>Expand on community partnerships.</p>	<p>Strengthen Community Partnerships</p> <ul style="list-style-type: none"> • Government partnerships • Non-profit partnerships • Program partnerships • Youth sports partners • Seniors <p>Special Events</p> <ul style="list-style-type: none"> • Maintain event binders • Pre-plan next year events • Recruit vendors well in advance <p>Continue to provide the highest level of customer service to every individual, every day and to enforce all CC&Rs in a timely, consistent, reasonable and non-discriminatory manner.</p>	<ul style="list-style-type: none"> • Five Year Strategic Plan 2016-2021 (dated February 29, 2016) • Marketing and Program Plan (dated August 19, 2015) • Goals 2016/17 (dated May 24, 2016)
<p>Increase class/program attendance by 5% using various events to promote classes and facilities.</p>	<p>Explore new programs and events and identify trends, needs and desires. Make improvements to various parks. Complete analysis for park maintenance standards for parks and facilities and identify park improvements for return on investment. Continue monthly training sessions for maintenance staff in various work-related subjects. Work with GM to purchase discounted equipment 2017 CPRS Conference.</p> <ul style="list-style-type: none"> • Reseal tennis courts - \$45,000 • Gazebo Repairs and Improvements - \$15,000 • Resurface Christa McAuliffe parking lot - \$10,000 • Resurface Christa McAuliffe turf area - \$25,000 • Pool heater pump - \$6,000 	<ul style="list-style-type: none"> • Marketing and Program Plan (dated August 19, 2015) • Goals 2016/17 (dated May 24, 2016) • Capital Improvement Plan 2016/17 (dated August 17, 2016)

Goal	Implementation	Source
<p>Establish a reserve for on-time and /or contributions towards OPEB liabilities. Priority rank additional funding of its OPEB obligation, compared to other one-time needs.</p>	<p>Review District fund balances and assist the Board with reserve decisions.</p>	<ul style="list-style-type: none"> • Five Year Forecast and Assessment (dated April 4, 2016) • Goals 2016/17 (dated May 24, 2016)
<p>Continue to assess the costs of Fire Services.</p> <p>Maintain and improve Fire Prevention Program.</p>	<p>Continue provide professional fire service to the community while maintaining personnel safety. Implement plans and studies. Fund fire department reserves to cover unforeseen costs and look for outside funding sources. Continue firefighter development and maintaining facilities and equipment. Continue and improve ongoing community event support and fire presentation programs. Increase utilization of explorer and resident programs. Continue the assistance by hire of development equipment to CAL Fire through local agreement.</p>	<ul style="list-style-type: none"> • Five Year Forecast and Assessment (dated April 4, 2016) • Five Year Strategic Plan (dated February 17, 2016) • Goals 2016/17 (dated May 24, 2016) • Capital Improvement Plan 2016/16 (dated August 17, 2016)

REVISED Agenda Transmittal

DATE: November 16, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #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

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

The information which specifies the county's requirements for compliance with their fire impact fee programs has been reviewed. The District has complied with the requirement to provide capital improvement plans for fire and emergency services in the form of an updated master plan, which has been approved by the Board. The District has also completed an updated nexus study for fire impact fees which has been approved by the Board.

The county also has an annual reporting requirement that the district provide an annual accounting of the impact fee account specifying the beginning and ending balances for such account, the amount of expenditures and revenues received in each account during the year, the types of equipment or facilities upon which such impact fees were expended, the percentage of the cost of each improvement funded with impact fees, the commencement date for construction of those facilities for which your district determines adequate funds have been received to fund construction costs, the amounts of any interfund transfers, and the amounts of any refunds. The attached Annual Report consists of a five year accounting of the fire impact fee account describing those required items discussed above as of June 30, 2016. This report is attached as an exhibit to the attached resolution and incorporated therein so that it will be approved by the Board when the Board approves the resolution. Upon approval, the resolution and the annual report will be submitted to the County for its use in its approval of the continuing operation and management of the District's fire protection service development impact mitigation fee program.

It is recommended that the Board adopt Resolution No. 2016-16 (Attachment A) approving the annual report of revenues and expenditures within the District's fire protection service development impact mitigation fee account for FY 2015/16, authorizing transmittal of this resolution and the annual report to the County, and authorizing the County Board of Supervisors to adopt and implement the Fire Impact Fee Program on behalf of the Cameron Park Community Services District.



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

RESOLUTION APPROVING THE ANNUAL REPORT OF REVENUES AND EXPENDITURES OF FIRE PROTECTION SERVICE DEVELOPMENT MITIGATION FEES WITHIN THE DISTRICT FOR FY 2015/16 AND REQUESTING THE COUNTY OF EL DORADO BOARD OF SUPERVISORS ADOPT AND IMPLEMENT THE PROPOSED FIRE IMPACT FEE PROGRAM ON BEHALF OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT

WHEREAS, AB 1600 was passed and codified in California Government Code Section 66000 (“Mitigation Fee Act”) allowing the establishment of a development impact fee as a condition of approval where the purpose and use of the fee are identified and a reasonable relationship to the development project can be demonstrated; and

WHEREAS, the County of El Dorado has adopted Ordinance No. 3991, codified in Chapter 13, Section 20 of the El Dorado County Code authorizing the imposition of fire protection service development impact mitigation fees on new development within the unincorporated area of the County in order to fund capital facilities improvements and equipment acquisition for the provision of fire protection services necessitated by new development within a community services district, a fire district or other public entity authorized by law to provide fire protection services; and

WHEREAS, the County of El Dorado, at the Cameron Park Community Services District’s (“District”) request, has established fees within the boundaries of the District; and

WHEREAS, the Mitigation Fee Act requires a local agency that has adopted fees in accordance with the Act to make certain findings with respect to the unexpended portion of the account or fund, whether committed or uncommitted, for the fifth fiscal year following the first deposit into the account or fund and every five years thereafter (Cal. Gov. Code 66001(d)). The District complied with this requirement by its adoption of Resolution No. 2016-03 on February 17, 2016.

WHEREAS, the County of El Dorado is required to annually account for revenues and expenditures of fire protection service development impact mitigation fees in each jurisdiction within the County in which such fire protection service development impact mitigation fees have been approved; and requires each local agency within the County for which fire protection service development impact mitigation fees have been approved to annually account to the County for revenues and expenditures of fire protection service development impact mitigation fees within that local agency. The attached report provides the required information regarding revenues and expenditures within this District’s fire protection service development impact mitigation fee account for FY 2015/16 and is to be submitted to the El Dorado County Board of Supervisors.

NOW, THEREFORE, BE IT RESOLVED that the District’s Board of Directors hereby accepts and approves the attached annual report, labeled “Exhibit A,” and finds that the report provides sufficient information regarding revenues received and expenses paid from the District’s fire protection service development impact mitigation fee account for FY 2015/16. The General Manager is directed to submit this resolution and a copy of the attached annual report to the County of El Dorado.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District, at a regularly scheduled meeting of said Board, held the 16th day of November, 2016, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ATTEST:

Director Greg Stanton, President
Board of Directors

Mary Cahill, Secretary to the Board

**Cameron Park Community Services District
Development Impact Mitigation Fee Annual Report (Fire)
For FY 15/16 as of June 30, 2016**

- A. A brief description of the types of fees in the account.

On December 13, 2005 the Board of Supervisors adopted Resolution 357-2005 approving the Cameron Park Community Services District Capital Improvement Plan and establishing development impact fees for the District. The fee was established to fund new facilities and equipment for the District to provide protection services to new development in compliance with the County’s Public Safety and Housing Elements of the General Plan. Resolution 357-2005 superseded Resolution 262-2001 approved on October 2, 2001 which originally established the fee program for the Community Services District.

- B. The amount of the fee

Resolution 357-2005 set the amount of the fee on new development as follows:

Residential - per dwelling unit		Comm/Ind/Inst - per square foot	
Sprinklered	Unsprinklered	Sprinklered	Unsprinklered
\$2,678.00	\$2,678.00	\$1.49	\$1.49

- C. The beginning and ending balance of the account. Please see table below and the attached County format for monthly detail and balances.
- D. The amount of fees collected. Please see table below and the attached County format for monthly detail and balances.

EXHIBIT A

	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Beginning of Year Balance	1,580,770.97	1,265,488.47	1,290,027.29	1,249,644.52	1,259,787.23
Revenue					
Dev Fees Collected	0.00	21,985.34	36,239.46	6,697.00	10,712.00
Interest Earned	3,515.50	2,553.48	2,462.13	3,445.71	5,429.12
Accounting Adjustment			117.47		
Total Revenue	3,515.50	24,538.82	38,819.06	10,142.71	16,141.12
Expenditures					
Public Improvement Exp	318,798.00	0.00	79,201.83	0.00	0.00
Transfer to Operations					
Accounting Adjustment					
Accounting Charges	0.00	0.00			
Total Expenditures	318,798.00	0.00	79,201.83	0.00	0.00
Year End Balance	1,265,488.47	1,290,027.29	1,249,644.52	1,259,787.23	1,275,928.35

- E. Identification of each public improvement on which fees were expended and the amount of the expenditure on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

Date	Public Improvement	Amount	% Funded with Fees
Aug-2011	Type III Fire Engine	\$318,798.00	100%
Sep-2013	Additional Equipment for Type III Fire Engine	\$79,201.83	100%

- F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, and the public improvement remains incomplete.

There are no projects in process or scheduled to begin at this time.

- G. A description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expensed, and, in the case of an inter-fund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

There have been no inter-fund transfers or loans.

H. The amount of refunds made.

No refunds have been made from the account.

Annual Report of Revenues and Expenditures

EXHIBIT A
 District: Cameron Park Community Servi
 Fiscal Year: 2015-16
 Name of Preparer: Mary Cahill

Development Impact Mitigation Fee - Fire

Development fee revenues are deposited into:

Institution Account No.
El Dorado County 601-321

Accounts with fees unexpended or uncommitted for five (5) years or more: (see note)

Institution Account No.
El Dorado County 601-321

Note: If unexpended/uncommitted funds exist, include a statement of findings identifying the purpose of the funds and demonstrating a reasonable relationship between the fee and the purpose for which it was charged.

REVENUES*

MONTH	AMOUNT
JUL	2,678
AUG	5,356
SEP	
OCT	0
NOV	
DEC	
JAN	0
FEB	2,678
MAR	
APR	
MAY	
JUN	
SUBTOTAL:	10,712
INTEREST:	5,429
TOTAL:	16,141

TRANSFERS TO DISTRICT'S OPERATING FUND

MONTH	AMOUNT
JUL	0
AUG	0
SEP	0
OCT	0
NOV	0
DEC	0
JAN	0
FEB	0
MAR	0
APR	0
MAY	0
JUN	0
TOTAL:	0

CALCULATION OF REPORT YEAR ENDING BALANCE

PRIOR FY ENDING BALANCE:	1,259,787
REPORT YR REVENUES:	16,141
REPORT YR EXPENDITURES:	0
REPORT YR ENDING BALANCE:	1,275,928

*Net receipts after 1% EDC Auditor/Controller charge

REVISED Agenda Transmittal

DATE: November 16, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #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

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

The information which specifies the county's requirements for compliance with their park impact fee programs has been reviewed. The District has complied with the requirement to provide capital improvement plans for park facilities and services in the form of an updated master plan, which has been approved by the Board. The District has also completed an updated nexus study for park impact fees which has been approved by the Board.

The county also has an annual reporting requirement that the district provide an annual accounting of the impact fee account specifying the beginning and ending balances for such account, the amount of expenditures and revenues received in each account during the year, the types of equipment or facilities upon which such impact fees were expended, the percentage of the cost of each improvement funded with impact fees, the commencement date for construction of those facilities for which your district determines adequate funds have been received to fund construction costs, the amounts of any interfund transfers, and the amounts of any refunds. The attached Annual Report consists of a five year accounting of the park impact fee account describing these required items discussed above as of June 30, 2016. This report is attached as an exhibit to the attached resolution and incorporated therein so that it will be approved by the Board when the Board approves the resolution. Upon approval, the resolution an annual report will be submitted to the County for its use in its approval of the continuing operation and management of the District's park development impact mitigation fee program.

It is recommended that the Board adopt Resolution No. 2016-18 (Attachment A) approving the annual report of revenues and expenditures within the District's park development impact mitigation fee account for FY 2015/16, authorizing transmittal of this resolution and the annual report to the County, and authorizing the County Board of Supervisors to adopt and implement the Park Impact Fee Program on behalf of the Cameron Park Community Services District.



RESOLUTION NO. 2016-18
of the Board of Directors
of the Cameron Park Community Services District
November 16, 2016

**RESOLUTION APPROVING THE ANNUAL REPORT OF REVENUES AND EXPENDITURES OF
PARK DEVELOPMENT MITIGATION FEES WITHIN THE DISTRICT FOR FY 2015/16 AND
REQUESTING THE COUNTY OF EL DORADO BOARD OF SUPERVISORS ADOPT AND
IMPLEMENT THE PROPOSED PARK IMPACT FEE PROGRAM ON BEHALF OF THE CAMERON
PARK COMMUNITY SERVICES DISTRICT**

WHEREAS, AB 1600 was passed and codified in California Government Code Section 66000 (“Mitigation Fee Act”) allowing the establishment of a development impact fee as a condition of approval where the purpose and use of the fee are identified and a reasonable relationship to the development project can be demonstrated; and

WHEREAS, the County of El Dorado has adopted Ordinance No. 3991, codified in Chapter 13, Section 20 of the El Dorado County Code authorizing the imposition of park development impact mitigation fees on new development within the unincorporated area of the County in order to fund capital facilities improvements for parks necessitated by new development within a community services district; and

WHEREAS, the County of El Dorado, at the Cameron Park Community Services District’s (“District”) request, has established fees within the boundaries of the District; and

WHEREAS, the Mitigation Fee Act requires a local agency that has adopted fees in accordance with the Act to make certain findings with respect to the unexpended portion of the account or fund, whether committed or uncommitted, for the fifth fiscal year following the first deposit into the account or fund and every five years thereafter (Cal. Gov. Code 66001(d)). The District complied with this requirement by its adoption of Resolution No. 2016-08 on April 20, 2016.

WHEREAS, the County of El Dorado is required to annually account for revenues and expenditures of park development impact mitigation fees in each jurisdiction within the County in which such park development impact mitigation fees have been approved; and requires each local agency within the County for which park development impact mitigation fees have been approved to annually account to the County for revenues and expenditures of park development impact mitigation fees within that local agency. The attached annual report provides the required information regarding revenues and expenditures within this District’s park development impact mitigation fee account for FY 2015/16 to be submitted to the El Dorado County Board of Supervisors.

- A. ***NOW, THEREFORE, BE IT RESOLVED*** that the District’s Board of Directors hereby accepts and approves the attached annual report, labeled “Exhibit A,” and finds that the report provides sufficient information regarding revenues received and expenses paid from the District’s park development impact mitigation fee account for FY 2015/16. The General Manager is directed to submit this resolution and a copy of the attached annual report to the County of El Dorado.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District, at a regularly scheduled meeting of said Board, held the 16th day of November, 2016, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ATTEST:

Director Greg Stanton, President
Board of Directors

Mary Cahill, Secretary to the Board

Cameron Park Community Services District
Development Impact Mitigation Fee Annual Report (Parks)
For FY 15-16 as of June 30, 2016

- A. A brief description of the types of fees in the account.

In 2007 the Board of Supervisors approved Park Impact Fees (AB 1600 Fees) for the Cameron Park Community Services District. The purpose of the fee is to fund the cost of parkland development and construction of community use facilities.

- B. The amount of the fee

The following fees were adopted for new residential development:

AB 1600 Fee Schedule	Parkland Acquisition Fee	Park Facilities Fee	Total Fees
Single Family Detached	\$3,037	\$4,984	\$8,021
Single Family Attached	\$2,248	\$3,690	\$5,938
Multi-Family Unit	\$2,325	\$3,816	\$6,141
Mobile Home Unit	\$1,503	\$2,467	\$3,970

- C. The beginning and ending balance of the account. Please see table below and the attached County format for monthly detail and balances
- D. The amount of fees collected. Please see table below and the attached County format for monthly detail and balances

<i>Impact Fee Summary</i>	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Cash Balance Beginning of Fiscal Year	85,479.08	85,704.64	117,961.57	182,428.52	223,041.27
Revenue					
Development Fees Collected		32,084.00	64,168.00	40,105.00	80,210.00
Interest Earned	225.56	172.93	298.95	507.75	1,093.35
Accounting Adjustment					
Total Revenue	225.56	32,256.93	64,466.95	40,612.75	81,303.35
Expenditures					
Public Improvement Expenditures					
Transfer to Operations					
Accounting Adjustment					
Accounting Charges					
Total Expenditures	0.00	0.00	0.00	0.00	0.00
Year End Close Cash Balance	85,704.64	117,961.57	182,428.52	223,041.27	304,344.62

- E. Identification of each public improvement on which fees were expended and the amount of the expenditure on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

There have been no expenditures of Parks AB 1600 Fee money in the 5 years.

- F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, and the public improvement remains incomplete.

There are no projects in process or scheduled to begin at this time.

- G. A description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expensed, and, in the case of an inter-fund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

There have been no inter-fund transfers or loans.

- H. The amount of refunds made.

No refunds have been made from the account.

Annual Report of Revenues and Expenditures

EXHIBIT A
 District: Cameron Park Community Servi
 Fiscal Year: 2015-16
 Name of Preparer: Mary Cahill

Development Impact Mitigation Fee - Parks

Development fee revenues are deposited into:

Institution Account No.
El Dorado County 601-320

Accounts with fees unexpended or uncommitted for five (5) years or more: (see note)

Institution Account No.
El Dorado County 601-320

Note: If unexpended/uncommitted funds exist, include a statement of findings identifying the purpose of the funds and demonstrating a reasonable relationship between the fee and the purpose for which it was charged.

REVENUES*

MONTH	AMOUNT
JUL	24,063
AUG	16,042
SEP	
OCT	8,021
NOV	
DEC	
JAN	0
FEB	16,042
MAR	
APR	8,021
MAY	
JUN	8,021
SUBTOTAL:	80,210
INTEREST:	1,093
TOTAL:	81,303

TRANSFERS TO DISTRICT'S OPERATING FUND

MONTH	AMOUNT
JUL	0
AUG	0
SEP	0
OCT	0
NOV	0
DEC	0
JAN	0
FEB	0
MAR	0
APR	0
MAY	0
JUN	0
TOTAL:	0

CALCULATION OF REPORT YEAR ENDING BALANCE

PRIOR FY ENDING BALANCE:	223,041
REPORT YR REVENUES:	81,303
REPORT YR EXPENDITURES:	0
REPORT YR ENDING BALANCE:	304,345

[The Beginning and Ending balances above are Cash Balances]

*Net receipts after 1% EDC Auditor/Controller charge

Agenda Transmittal

DATE: November 16, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #11: **APPOINTMENT OF NEGOTIATOR FOR LABOR
NEGOTIATIONS**

RECOMMENDED ACTION: Receive, Discuss and Appoint the General Manager and a Board Member for Labor Negotiations

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

It is suggested that a Board member, in addition to the General Manager, be present for labor negotiations in closed session. Negotiators must be appointed by the Board before convening a closed session to discuss labor negotiations since the Brown Act limits the closed session exception to Board discussion with its negotiators. The Board is not permitted to discuss labor issues in closed session that do not deal with negotiations. It is suggested that the president of the Board be appointed in addition to the General Manager.

CAMERON PARK