



Kampa Community Solutions, LLC
District Management Proposal Questionnaire
October 2016

Thank you for considering KampaCS to serve your special district management needs. Please complete the following information to the best of your ability and return by email to cdrake@kampaCS.com or pkampa@kampaCS.com. The information contained in your response will be used to confirm your district's eligibility for the Mobile Manager™ consortium and to calculate additional surcharges if necessary to meet the needs of your special district.

- 1) District Name and contact information including email addresses

- 2) What services do you provide?

- 3) Is your District a member of California Special Districts Association (CSDA)?
 - Yes
 - No

- 4) Is your District a member of Special District Risk Management Authority (SDRMA)?
 - Yes
 - No

- 5) What is your annual amount of revenue? \$ _____ Check all that apply
 - Property taxes
 - Fees and charges
 - Assessments
 - Special taxes

- 6) Please include a copy of your annual budget

- 7) How many employees in the district?
 - a) Full time _____ Positions _____

- b) Part time _____ Positions _____
c) Contractors _____ Positions _____

8) **Major issues and projects** – what is going on and what is on the horizon. What is not occurring but should? Why in your opinion?

9) **Controversies and/or lawsuits** – are there any? Are they real or perceived? Have you dealt with them at all? If so, how.

10) Are there any existing **staff needs, concerns or issues** and what are the capabilities of staff? Do they have the leadership, training and support needed?

11) Does the District have: (check all that apply)

- Board Policies?
- Personnel policies?
- Operating policies or an ordinance (such as water service rules)?
- Accurate records such as copies of resolutions, agendas, minutes?

12) What is your highest priority for a manager?

13) Who currently prepares the Board agenda and any agenda materials? Please provide copies of your last three meeting agendas

14) What is your regular Board meeting schedule?

15) Do you hold many special meeting? If so, what is the normal reason?

16) How long do your Board meetings normally last?

17) Will personal attendance at Board meetings be mandatory for us or can we join by conference call or video conference to save money?

ATTACHMENTS:

- Current Budget
- Last three meeting agendas