

**Cameron Park Airport Board  
Policy recommendation  
Accounting Policy for Special District Tax**

**Banking set up:**

The District has established bank accounts “Restricted Street Maintenance” and “Restricted Airport Reserve”. The purpose of these accounts is to ensure funds are used according to Special Tax rules.

**County reports Special Tax collections:**

The District can estimate exactly how much should be collected every year (# of properties x \$900/year). However, the County reports monthly actual collections as they are received.

**Special Tax Accounting and Policy Recommendation:**

1. Monthly reporting to Board will include the following:
  - a. Profit and Loss - Street Maintenance (Fiscal YTD)
  - b. Profit and Loss - Airport Operations (Fiscal YTD)
  - c.
2. One time per year, after the “final fiscal year end report” is received from the County, CPAD will transfer money from General Checking to the appropriate Restricted bank account(s).

**Policy notes:**

Beyond the distinction of Street Maintenance or Airport Operations, there are no other restrictions/conditions.