



Post Office Box 461
Camp Meeker, CA 95419
707-874-9246
www.campmeeker.org

**REGULAR MEETING
OF THE BOARD OF DIRECTORS
LOCATION: DISTRICT OFFICE
5240 BOHEMIAN HIGHWAY (NEXT TO FIRE STATION),
CAMP MEEKER, CA
JUNE 20, 2023 7:00 P.M.
AGENDA**

PUBLIC RECORDS:

Public records that relate to any item on the open session agenda for a meeting are available for public inspections. Records that are distributed after the agenda and the accompanying informational materials are posted to the District's website (www.campmeeker.org) 72 hours before the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District's website located at <https://www.campmeeker.org> as the place for making those public records available for inspections. The documents may also be obtained by calling the District's Administrator at 707-874-9246.

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. STATEMENTS OF ABSTENTION

V. PUBLIC COMMENT

The public may address the Board of topics NOT covered by this agenda. Testimony is limited to three minutes. Please state your first and last names clearly so that it can be correctly entered in the minutes.

VI. CONSENT ITEMS (10 minutes)

- A. Approval of Minutes
 - 1. May 16, 2023 Minutes
- B. Payment of Claims
- D. Administrative and Financial Report

VII. REPORT OF THE WATER SYSTEM OPERATOR (Russian River Utility, 5 minutes)

- A. System Operations

VIII. ACTION ITEMS

A. COST RECOVERY WATER MAIN BREAK (Gary Helfrich, 10 minutes)

DESCRIPTION: The Board will discuss possible action for recovery of all costs from the water main break created by Phelps and Associates as a part of their survey operations.

PROPOSED ACTION: The Board may/may not take further action regarding this issue.

B. RESOLUTION 2023-003: ELECTION OF BOARD OFFICERS (Valery Larson, 5 minutes)

DESCRIPTION: Following nominations, the Board will vote to elect Directors to serve as Board Officers in the positions of President, Vice-President and Secretary/Treasurer effective July 1, 2023.

PROPOSED ACTION: The Board may/may not elect a President, Vice-President, and Secretary/Treasurer effective July 1, 2023.

C. PLAYGROUND PROJECT AND DEPARTMENT OF PARKS GRANT CANCELLATION (John McDaniel/Staff, 5 minutes)

DESCRIPTION: In order to complete cancellation of the grant funds contract, the Board will discuss the draft letter to the Department of Parks.

PROPOSED ACTION: The Board may authorize the Board President to sign the letter and direct staff to complete transmittal to the Department of Parks.

D. ANDERSON HALL CONTRACT REVIEW: BBQ USE AT HALL

(John McDaniel, Gary Helfrich, 10 minutes)

DESCRIPTION: The Board will review proposed language in the Anderson Hall contract regarding the use of the on-site BBQ, smoking, and fire related concerns.

PROPOSED ACTION: The Board may/may not approve revision of the Anderson Hall contract to reflect changes relative to fire protection.

E. RESOLUTION 2023-004: APPROVAL OF DISTRICT APPROPRIATION LIMIT JULY 1, 2023 THROUGH JUNE 30, 2024. (Staff, 5 minutes)

DESCRIPTION: California State law requires the District, annually, to choose an appropriations (spending) limit and the method by which the limit is determined. This law was adopted by the California voters through the Initiative Process in 1979. It was known as Prop 4, and it basically adds further limits on taxation limits under Prop 13. The way the annual Appropriations Limit law works, a District may not levy taxes greater than the prior year, adjusted for a cost-of-living factor. Since Camp Meeker never spends more than its allowed Appropriations Limit [i.e., your District runs on less tax dollars than otherwise allowed], this Annual Appropriations Limit process is largely a formality for the District and its Board. The Appropriations Limit does, however, serve as the maximum amount of tax dollar generated money that can be spent by the District. Traditionally, the District has used the standardized appropriations limit calculations provided by the County of Sonoma auditor's office. Note that this limit applies only to the District's tax dollars, and does not set a limit on grant or the "enterprise" sourced revenues (i.e., the dollars you pay for water). The County of Sonoma Auditor recommends that the District's limit be established at \$357,192.00 for the fiscal year ending June 30, 2024.

PROPOSED ACTION: The Board may/may not will decide whether to approve Resolution 2023-004 establishing the District's appropriation's limit of \$357,192.00 for the fiscal year ending June 30, 2024.

F. RESOLUTION 2023-005: APPROVAL OF PRELIMINARY BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024.

(John McDaniel & Staff, 10 minutes)

DESCRIPTION: The Board will review the proposed preliminary budget, which California law requires adopted by June 30, 2023.

PROPOSED ACTION: The Board may/may not approve Resolution 2023-005, Approval of Preliminary Budget for the fiscal year ending June 30, 2024.

G. DUTCH BILL AUGMENTATION

(Shay Richardson, District Staff, 10 minutes)

DESCRIPTION: The Board will discuss the Dutch Bill Creek Water Augmentation program and the Voluntary Drought Initiative agreement and its benefits to the District with respect to the Dutch Bill Augmentation program.

PROPOSED ACTION: The Board may/may not authorize the President to execute the Voluntary Drought Initiative agreement with the California Department of Wildlife.

H. WATER SYSTEM: HYDRANT MAINTENANCE AND RELATED TASKS

(Gary Helfrich, 10 minutes)

DESCRIPTION: Director Helfrich will review the tasks necessary to maintain the Camp Meeker Water System fire hydrants. The maintenance includes clearing debris, keeping painted, greasing threads, exercising strut valves, maintaining blue dots, and numbering of hydrants. Additionally, drills and tests may be needed so as to lower the fire rating for the community if possible.

PROPOSED ACTION: The Board may/may not take action regarding this issue.

I. UPDATE: ANDERSON HALL MAINTENANCE REVIEW (John McDaniel, 5 minutes)

DESCRIPTION: The Board will discuss Anderson Hall maintenance and repair needs and estimated financial requirements and resources needed to complete same as well as continuing usage of the BBQ facilities.

PROPOSED ACTION: The Board may/may not take further action regarding this matter

IX. DIRECTORS' REPORTS

DESCRIPTION: This item is for information reporting only. In conformance with the Brown Act, there shall be no discussion or actions taken by the Board on any such report. No public testimony shall take place. If discussion and/or action is desired, the matter may be placed on a future agenda, notice thereof duly given, and action/discussion had at the future meeting.

PROPOSED ACTION: No action or discussion to take place

X. ADJOURNMENT

HOW TO GET AN ITEM ON THE AGENDA

Requests for items for the agenda of the regular meetings of the Camp Meeker Recreation and Park District must be submitted to the District in writing or through the District's website.

Regular meetings are held the 3rd Tuesday of each month. The District must receive submissions no later than fourteen (14) calendar days before a meeting.

Submit your agenda items in writing to: Camp Meeker Recreation and Park District, Post Office Box 461, Camp Meeker, CA 95419. Be sure to include your name, address and phone number. Anonymous submissions will not be considered for discussion. Items will be included in an agenda based on the number of issues to be discussed.

Submit your agenda items using the District's website at the following address:

http://www.campmeeker.org/wordpress/?page_id=22



Post Office Box 461
Camp Meeker, CA 95419
707-874-9246
www.campmeeker.org

**REGULAR MEETING
OF THE BOARD OF DIRECTORS
MAY 16, 2023
MINUTES**

I. CALL TO ORDER

The meeting was called to order by Vice-President Helfrich at 7:00 p.m.

II. ROLL CALL

Directors Helfrich, Larson, McDaniel, and Watson were present.

III. APPROVAL OF AGENDA

A motion was made by Valery Larson, and seconded by John McDaniel to approve the agenda as posted.

Directors Helfrich, Larson, McDaniel, and Watson voted yes.

Ayes: 4 Noes: 0 Abstain: 0 Absent:

The motion was approved

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention

V. PUBLIC COMMENT

The public may address the Board of topics NOT covered by this agenda. Testimony is limited to three minutes. Please state your first and last names clearly so that it can be correctly entered in the minutes. Cathie Anderson stated that she had attended the fire meeting on May 13 and wants to voice her opinion regarding the lease of the fire house by Gold Ridge Fire District. She would like to see Gold Ridge compensate the Recreation and Park District \$100/month rental fee. Gary Helfrich encouraged those present to attend the upcoming meeting on May 20 and ask questions. Lynn St. Clair Gretton commented that she would like to commend CMRPD for providing space for people to know what is going on with the annexation of the fire department.

VI. CONSENT ITEMS

A. Approval of Minutes

1. April 18, 2023 Minutes

A motion was made by John McDaniel, and seconded by Val Larson to approve the minutes of April 18, 2023 as submitted.

Directors Helfrich, Larson, McDaniel and Watson voted yes.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 0

The motion was approved.

B. Payment of Claims

A motion was made by Lynn Watson, and seconded by Valery Larson to approve the May 16, 2023 warrant request 2022/2023-010 as follows:

2022-2023-010	RP-May 2023	4,211.74
\$113,104.19*	Water-May 2023	14,981.78

*Various Transfers including Direct Charge-\$48, 502.34, Water Receipts-\$17,250.00, and error correction, \$28, 158.33.

Directors Helfrich, Larson, McDaniel and Watson voted yes.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 0

The motion was approved.

Wells Fargo Bank Operating Checks 2472-2479 in payment of District expenses for the current month, Wells Fargo Investment Check 1029 to correct deposit error and Bank of the West checks 772-773 in payment of water revenue transfers for April water receipts

C. Journal Voucher Approval-JV2023-044 Direct Charge & Tax Proceeds

A motion was made by Val Larson, and seconded by John McDaniel to approve JV2023-044 that reflects the electronic receipt of tax proceeds and direct charges for April 2023.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 0

The motion was approved.

D. Administrative and Financial Report

Ms. Doran-Girard reminded the Directors that the 2023-2024 Preliminary Budget has to be approved at the June 20 meeting. Any funding requests or expenses must be included. She further advised that the LAFCO 2023-2034 Budget has been received without the detail of amounts to be charged the Districts, the State Compensation renewal is in process, and various items of correspondence that had been received.

VII. REPORT OF THE WATER SYSTEM OPERATOR

A. System Operations

Jamie Dunton, Russian River Utility staff, reported that the water system is operating normally. He stated that he would like to revise the statement he made last month regarding the water loss that is amounting to 11.5%. The reasonable amount of loss is 10%. The unaccounted water loss amounts to 3000 ? day. The SCADA replacement is still in process as Gold Ridge Resource Conservation has not received the report and updated numbers from XIO. He recommends that the tanks receive fresh paint and sandblasted. Lastly, he explained usage of a slide in the bike trail adjacent to the Tower tank.

VIII. PUBLIC HEARING ON ORDINANCE #14: INCREASE IN WATER SERVICE FEE

A. OPEN PUBLIC HEARING

Vice President Helfrich opened the public hearing at 7:20 p.m.

The Board took and reviewed public comment on Proposed Ordinance No. 14, which proposes an increase of the water service fee from \$49.00 to \$54.00 per connection per month. Directors Helfrich and McDaniel explained that the rate increase is the result increased costs incurred by the District since 2011. The declining revenue due to consistently reduced consumption since 2011, an increase in the water service charge is necessary to maintain and operate the water system.

Christy Bongardt asked about monitoring of operations costs. Director McDaniel explained that review of the service charges, operations costs and capital requirements is conducted annually and financial reports are reviewed by the Board annually and the District's CPA annually as part of the District's required annual audit.

B. CLOSE PUBLIC HEARING

There being no further questions or concerns on the part of the public attending, Director Helfrich closed the public hearing at 7:32 p.m.

IX. ACTION ITEMS

A. WATER SERVICE FEE INCREASE: ADOPTION OF ORDINANCE NO. 14

DESCRIPTION: Vice-President Helfrich reviewed Ordinance No. 14: Proposed Increase of the Water Service Fee to \$54.00 per connection/ per month effective June 1, 2023. The rate increase is the result of increased costs and declining revenues due to consistently reduced consumption since 2011. The proposed rates are estimated to increase total revenue by \$21,480 per year and increase the average monthly bill by \$5.00.

PROPOSED ACTION: A motion was made by John McDaniel and seconded by Valery Larson to adopt Ordinance No. 14: Proposed Increase of the Water Service Fee to \$54.00 per connection per month effective June 1, 2023.

Directors Helfrich, Larson, McDaniel and Watson voted yes.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 0

The motion was approved.

B. BOARD MEMBER RECRUITMENT, BOARD OFFICERS, AND SUCCESSION PLANNING:
DIRECTOR APPOINTMENT

DESCRIPTION: The Board received application letters from Max Bell Alper, Christy Bongardt, and Lynn St. Clair Gretton to fulfill Director Tominia's term due to his resignation. The Board members interviewed each candidate regarding their various attributes and knowledge that each would bring to the Board.

Lynn Watson nominated Lynn St. Clair Gretton to be appointed to serve as Director for the remainder of Director Tominia's term. Directors Watson and Larson voted yes. Directors Helfrich and McDaniel voted no. The nomination failed.

John McDaniel nominated Max Bell Alper to be appointed to serve as Director for the remainder of Director Tominia's term. Directors Helfrich, Larson and McDaniel voted yes. Director Watson voted no.

Gary Helfrich, Vice President, administered the County required oath of office after which the new Director joined in Board deliberations. Officer election and succession planning will be further addressed at the June meeting.

ACTION: The Board appointed Max Bell Alper as a replacement Director to fulfill Mr. Tominia's term, Vice-President Helfrich administered the oath of office as required by the County of Sonoma, and directed staff to notify appropriate County of Sonoma staff at elections.

C. ANDERSON HALL REDUCED FEE AND/OR GRATIS USAGE

DESCRIPTION: A client that has rented Anderson Hall for a wedding event on June 20 and 21 has subsequently asked if she might have June 22 at no fee for cleaning as they “don’t want to clean in wedding clothes.” She was advised that the June 22 was open and she could reserve it and pay the \$650 daily fee. She is insisting on June 22 be provided for cleaning at no fee. Secondly, Forest Unlimited has requested a reduction in fees or use for exchange of services for a BBQ on August 19 or 20, 2023.

ACTION: Director McDaniel re-stated present Board policy regarding Anderson Hall fees and gratis/for service. It was agreed that the policy would be communicated to individuals renting and requesting special or gratis rates.

D. PLAYGROUND PROJECT AND DEPARTMENT OF PARKS GRANT

DESCRIPTION: Director Watson reviewed the general conditions of the grant and, while she would feel more comfortable with further information from the State, she recommended cancellation of the grant as the District funding is required for other projects.

ACTION: The Board approved the cancellation by all Directors voicing a yes vote and directed staff to ascertain appropriate method of closing the state grant.

E. UPDATE: ANDERSON HALL MAINTENANCE REVIEW

DESCRIPTION: John McDaniel advised that he is still in the process of gathering estimates for the roof replacement at Anderson Hall and other necessary maintenance items.

ACTION: The Board took no further action regarding this matter.

F. CONSOLIDATION SUBCOMMITTEE

DESCRIPTION: At its March meeting, the Board agreed to establish communication with Occidental Community Services regarding various matters including District consolidation. Director Helfrich advised that he has been out of the country; however, will report regarding recent communication and a proposed communication with Supervisor Hopkins regarding District consolidation public outreach at the June 20 meeting.

ACTION: The Board took no further action regarding this matter.

X. DIRECTORS’ REPORTS

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PROPOSED ACTION: No action or discussion to take place

Director McDaniel gave a brief update regarding the St. Dorothy’s easement issue and progress of the legal process.

XI. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Valery Larson, and seconded by Max Bell Alper that the May 2023 meeting of the Camp Meeker Board of Directors is adjourned.

Directors Alper, Helfrich, Larson, McDaniel and Watson voted yes.

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

The motion was approved.

The meeting adjourned at 8:38 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

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**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS
FROM: CHERYL DORAN GIRARD
SUBJECT: JUNE 20, 2023 WARRANTS AND FINANCIAL INFORMATION
DATE: JUNE 15, 2023

Financial Statements and Warrant Detail in the board packet following this memorandum provide information available through June 15, 2023.

2022/2023-012	RP-June 2023	3,948.28
\$18,838.22	Water-June 2023	14,889.94

The Financial statements included in the Board info packet represent revenue and expenses for all the months of the 2022-2023 fiscal year.

The financial statements revenue and expenses are reflective of vendor invoices received through 6/15/2023.

Check registers included in the financial packet include all checks written since the last warrant approval in May.

All bank reconciliations with the exception of those not yet received are completed. The 2023-2024 Preliminary Budget will be adopted by law at this meeting and revisions occur in the Final Budget to be adopted by September 30. Again, if you find any projects that should be included please advise as soon as possible.

In the event that you need to contact me, I can be reached via cell phone 707-696-2876. Please be aware I am working in Camp Meeker this week either at Anderson Hall or the District office.

CAMP MEEKER RECREATION AND PARK DISTRICT

WARRANT REQUEST # 2022-2023-012

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
CMRPD Water System	99.90	99.90		May 2023
Doran-Girard, Cheryl	7,650.00	1,377.00	2,065.50	Consulting Apr-May, 2023
Doran-Girard, Cheryl		918.00	1,377.24	Consulting Apr-May, 2023
Doran-Girard, Cheryl		420.18	525.93	Consulting Apr-May, 2023
Doran-Girard, Cheryl		478.13	488.02	Consulting Apr-May, 2023
McPhail Fuel Company	158.02	158.02		Tank Rental-Hall/Propane Dist
Perry Johnson	180.00	180.00		Legal Services-Hall/Easement
PGE	86.40	86.40	-	Electric Service-Mary
Russian River Utility	10,124.79		9,333.87	Contract Services
Russian River Utility		-	790.92	Electric Service Wtr System
Wavemaker Media	25.00	25.00	-	Website Fixes
State Compensation Insurance	514.11	205.65	308.46	Balance State Comp 23-24
US Bank				
US Bank				
US Bank				

18,838.22

3,948.28

14,889.94

-

DIRECTOR APPROVAL:

DATE:

6/20/23

Camp Meeker Recreation Parks District
Check/Voucher Register - CDG-Current Check Register 2022-2023
From 5/17/2023 Through 6/20/2023

CAMP MEEKER RECREATION AND PARK DISTRICT
CURRENT CHECK REGISTER

Check Number	Check Description	Vendor Name	Effective Date	Check Amount
2480	System Generated Check/Vouc Jessica Lopez		5/26/23	160.00
2481	System Generated Check/Vouc Camp Meeker Water		6/20/23	99.90
2482	System Generated Check/Vouc Cheryl Doran-Girard		6/20/23	7,650.00
2483	System Generated Check/Vouc McPhail Fuel Compan		6/20/23	158.02
2484	System Generated Check/Vouc Russian River Utility		6/20/23	10,124.79
2485	System Generated Check/Vouc Wavemaker Media De		6/20/23	25.00
2486	System Generated Check/Vouc Perry Johnson Anders		6/20/23	180.00
2487	Check deleted after printing. Not Posted.			0.00
2488	Check deleted after printing. Not Posted.			0.00
2489	System Generated Check/Vouc P G & E		6/20/23	86.40
2490	System Generated Check/Vouc State Compensation I		6/20/23	<u>514.11</u>
Total 1010 - Cash In Wells Fargo Bank-Operating				18,898.32

Camp Meeker Recreation Parks District
Check/Voucher Register - CDG-Current Check Register 2022-2023
From 5/17/2023 Through 6/20/2023

1030 - Cash in Bank of the West-Water

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
775	Water Tfr --Operations May 21	Camp Meeker Rec &	6/20/23	18,000.00
776	Water Tfr-Capital	Camp Meeker Rec &	6/20/23	<u>3,000.00</u>
	Total 1030 - Cash in Bank of the West-Water			21,000.00

Camp Meeker Recreation Parks District
Check/Voucher Register - CDG-Current Check Register 2022-2023
From 5/17/2023 Through 6/20/2023

1040 - Cash in US Bank-Rental Deposits

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1127	TFR Rental Fees 6/23--Per List	Camp Meeker Rec &	6/20/23	<u>5,900.00</u>
	Total 1040 - Cash in US Bank-Rental Deposits			<u>5,900.00</u>
Report Total				<u><u>45,798.32</u></u>

CAMP MEEKER RECREATION AND PARK DISTRICT									
Estimated Cash Report 2022-2023									
	Rec & Park	Rec & Park	Water	A&B Water	Capital	Totals			
FUNDS➡	Operating	Capital	Operations	Debt	Repmnt				
	10	16	40	70	50				
Cash at 5/16/2023	188,933.29	25,000.00	36,624.63	229,615.13	1,069,490.07	1,549,663.12			
Deposits 6/20/2023	6,058.33		18,000.00		3,000.00	27,058.33			
Warrants 6/20/2023	(3,948.28)		(14,889.94)						
			-		-	-			
Fund Totals	191,043.34	25,000.00	39,734.69	229,615.13	1,072,490.07	1,557,883.23			
6/20/23									

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2022 Through 6/30/2023
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
Revenue				
4001	Property Taxes-CY Secured	92,500	100,074	7,574
4020	Property Taxes-CY Supplemental	0	1,383	1,383
4040	Property Taxes-CY Unsecured	0	3,044	3,044
4101	Interest Pooled Cash -Sonoma County	0	20	20
4110	Interest Earned-Wells Fargo Bank	0	1,578	1,578
4210	Rental Fees-Anderson Hall	2,000	7,000	5,000
4215	Rental Fees-Other	1,900	1,583	(317)
4220	State-Home Owner Property Tax Relief	500	252	(248)
4221	State-Other In Lieu -Fish & Wildlife 18-19	0	2	2
4290	Miscellaneous Revenues	0	87	87
4295	Grant Revenue	125,000	0	(125,000)
4310	Sales of Water-Residential	0	17,225	17,225
4625	Transfers-Within Fund In	25,000	0	(25,000)
	Total Revenue	<u>246,900</u>	<u>132,249</u>	<u>(114,651)</u>
Expenditures				
5010	Director Stipend	720	0	720
5017	Worker Compensation Insurance	1,500	206	1,294
5101	Communications-Telephone	1,100	961	139
5105	Communications-ISP Website	750	310	440
5110	Communications-Website Other	500	444	56
5112	Communications-WiFi	1,100	1,303	(203)
5184	Janitorial Supplies	500	49	451
5185	Janitorial Services	1,950	500	1,450
5210	Insurance-Property & Liability	8,000	0	8,000
5401	Memberships	300	565	(265)
5405	Miscellaneous	850	400	450
5410	Office Supplies	750	191	559
5415	Office Operations	0	359	(359)
5416	Lease-Accounting Software	1,650	1,444	206
5420	Training-Administrative	150	0	150
5425	Postage	75	133	(58)
5426	Printing Services	1,000	392	608
5427	Supplies	750	184	566
5501	Professional Fees-Web	650	705	(55)
5520	Administrative Services	21,000	15,988	5,012
5531	Community Education	5,000	0	5,000
5540	LAFCO Charges	300	194	106
5550	Legal Services	15,000	7,193	7,807
5555	Professional Services-Auditor	9,500	11,000	(1,500)
5556	Professional Services-Accounting	14,000	10,598	3,402
5570	Service Fee-PayPal	250	228	22
5571	Late Fees	0	11	(11)
5575	Bank Service Fees	0	171	(171)
5576	Property Tax Administration Fee	1,000	1,139	(139)
5590	Gas and Oil	1,500	767	733
5591	Equipment Rentals	0	136	(136)
5592	Water and Sewer	1,500	1,233	267
5594	Utilities	1,450	853	597

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2022 Through 6/30/2023
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
5596	Permit Fees-Local	0	15	(15)
8505	Equipment-New	0	326	(326)
8510	Remodel/Rehab/Renovate	110,000	0	110,000
8514	Maintenance & Repair-Major	25,000	0	25,000
8516	Restoration	19,000	0	19,000
9001	Contingency	105	0	105
	Total Expenditures	<u>246,900</u>	<u>57,998</u>	<u>188,902</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>74,251</u>	<u>74,251</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
16 - Recreation & Park - Capital Replacement
From 7/1/2022 Through 6/30/2023
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Expenditures			
8625	Tfr Within Fnd-Out	<u>25,000</u>	<u>0</u>	<u>25,000</u>
	Total Expenditures	<u>25,000</u>	<u>0</u>	<u>25,000</u>
	Excess of Income Over (Under) Expense	<u>(25,000)</u>	<u>0</u>	<u>25,000</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
40 - Recreation & Parks - Water Operations
From 7/1/2022 Through 6/30/2023
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
Revenue				
4010	Direct Charges-Current Year	124,000	119,865	(4,135)
4061	Direct Charges -Prior Year	0	1,894	1,894
4101	Interest Pooled Cash -Sonoma County	0	18	18
4260	Reimbursements	6,000	0	(6,000)
4308	Water Connection Fees	0	5,640	5,640
4309	Other Water Fees	0	100	100
4310	Sales of Water-Residential	250,000	195,736	(54,264)
4625	Transfers-Within Fund In	150,000	0	(150,000)
	Total Revenue	<u>530,000</u>	<u>323,253</u>	<u>(206,747)</u>
Expenditures				
5017	Worker Compensation Insurance	1,200	308	892
5101	Communications-Telephone	500	449	51
5105	Communications-ISP Website	300	310	(10)
5110	Communications-Website Other	300	143	157
5112	Communications-WiFi	0	115	(115)
5210	Insurance-Property & Liability	5,000	0	5,000
5401	Memberships	250	722	(472)
5405	Miscellaneous	0	113	(113)
5410	Office Supplies	850	566	284
5415	Office Operations	0	359	(359)
5416	Lease-Accounting Software	1,750	1,444	306
5420	Training-Administrative	200	0	200
5425	Postage	300	41	259
5426	Printing Services	0	392	(392)
5427	Supplies	150	0	150
5501	Professional Fees-Web	200	63	138
5515	Contract Services-Water Operations	150,000	110,789	39,211
5520	Administrative Services	21,000	23,846	(2,846)
5540	LAFCO Charges	850	744	106
5550	Legal Services	16,500	7,497	9,003
5555	Professional Services-Auditor	12,100	13,750	(1,650)
5556	Professional Services-Accounting	16,800	15,898	902
5565	Fiscal Agent Fees	0	1,071	(1,071)
5567	SCWA-Water Agency Fees	6,000	3,389	2,611
5575	Bank Service Fees	10	60	(50)
5576	Property Tax Administration Fee	1,200	0	1,200
5585	Public/Legal Notices	575	398	177
5587	Water System Fees-State	2,750	308	2,442
5592	Water and Sewer	0	3,362	(3,362)
5594	Utilities	12,500	10,560	1,940
8511	Maintenance & Repair	0	1,974	(1,974)
8565	Equipment 2	125,000	0	125,000
8625	Tfr Within Fnd-Out	148,000	27,000	121,000
9001	Contingency	5,715	0	5,715
	Total Expenditures	<u>530,000</u>	<u>225,673</u>	<u>304,327</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>97,580</u>	<u>97,580</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
50 - Recreation & Parks - Water Capital
From 7/1/2022 Through 6/30/2023
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4110	Interest Earned-Wells Fargo Bank	0	7,341	7,341
4625	Transfers-Within Fund In	<u>50,000</u>	<u>56,194</u>	<u>6,194</u>
	Total Revenue	<u>50,000</u>	<u>63,536</u>	<u>13,536</u>
	Expenditures			
5575	Bank Service Fees	0	207	(207)
8625	Tfr Within Fnd-Out	<u>150,000</u>	<u>50,194</u>	<u>99,806</u>
	Total Expenditures	<u>150,000</u>	<u>50,401</u>	<u>99,599</u>
	Excess of Income Over (Under) Expense	<u>(100,000)</u>	<u>13,135</u>	<u>113,135</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
70 - Recreation & Park - USDA Debt Fund
From 7/1/2022 Through 6/30/2023
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4290	Miscellaneous Revenues	1,500	0	(1,500)
4625	Transfers-Within Fund In	<u>103,972</u>	<u>46,966</u>	<u>(57,006)</u>
	Total Revenue	<u>105,472</u>	<u>46,966</u>	<u>(58,506)</u>
	Expenditures			
7910	Long Term Debt-Principal	41,000	43,000	(2,000)
7911	Long Term Debt-Interest	52,511	50,471	2,040
8625	Tfr Within Fnd-Out	<u>0</u>	<u>46,966</u>	<u>(46,966)</u>
	Total Expenditures	<u>93,511</u>	<u>140,436</u>	<u>(46,925)</u>
	Excess of Income Over (Under) Expense	<u>11,961</u>	<u>(93,471)</u>	<u>(105,432)</u>

CAMP MEEKER RECREATION & PARK DISTRICT									
Allocation of Water Receipts Fiscal Year 7/1/2022 -6/30/2023									
Transfer	Allocation	Bank of West	To	USDA-A&B	Ca	Operations	Total		
Month	Month	Stmnt Balance	Transferred	WFB	WFB-Invest	WFB-Operating			
22-Aug	22-Jul	19,957.48	19,500.00	-	3,000.00	16,500.00	19,500.00		
21-Sep	22-Aug	23,161.00	23,000.00	-	3,000.00	20,000.00	23,000.00		
21-Oct	22-Sep	23,911.23	23,500.00	-	3,000.00	20,500.00	23,500.00		
21-Nov	22-Oct	24,066.31	23,750.00	-	3,000.00	20,750.00	23,750.00		
21-Dec	22-Nov	20,166.07	20,000.00	-	3,000.00	17,000.00	20,000.00		
23-Jan	22-Dec	42,025.77	* 21,500.00	-	3,000.00	18,500.00	21,500.00		
23-Feb	23-Jan	38,263.83	** 21,000.00	-	3,000.00	18,000.00	21,000.00		
23-Mar	23-Feb	17,847.68	17,500.00	-	3,000.00	14,500.00	17,500.00		
23-Apr	23-Mar	26,301.15	26,000.00	-	3,000.00	23,000.00	26,000.00		
23-May	23-Apr	17,525.86	17,250.00	-	3,000.00	14,250.00	17,250.00		
23-Jun	23-May	21,508.85	21,000.00	-	3,000.00	18,000.00	21,000.00		
23-Jul	23-Jun			-		#VALUE!	#VALUE!		
YTD Totals		274,735.23	234,000.00	-	33,000.00	#VALUE!	#VALUE!		
6/20/23									

RUSSIAN RIVER UTILITY
PO BOX 730
FORESTVILLE, CA 95436
707-887-7735

6/6/2023

RE: CAMP MEEKER PAST DUE ACCOUNTS

Some customers have paid by credit card but the payments are not yet processed at the time this report is being prepared.

Account	Total due	over 30 days	Notes - Will attempt to collect by phone.
6	\$ 251.95	61.88	Sent/paying \$200 by 5/31/23
140	\$ 577.95	92.42	LOCKED OFF
181	\$ 267.98	56.20	LM 5/31/23
184	\$ 357.44	66.60	Made partial pmt 5/26/23
185	\$ 359.25	67.05	Sent/paying by 5/31/23
240	\$ 222.85	55.45	Waiting for insurance claim. Tree fell on house
249	\$ 363.02	63.85	Paying in full by June 9
264	\$ 245.68	58.18	LM 5/31/23
279	\$ 327.93	64.59	Pmt received; chk not signed. Ret'd for sig.
286	\$ 308.94	63.11	Sent pmt 6/1/23
298	\$ 379.87	65.32	Paying w/ CC 5/31/23
309	\$ 190.39	53.26	Paying w/ CC 5/31/23
317	\$ 204.40	67.08	No tel #
334	\$ 220.38	54.23	Tel # disconnected
367	\$ 311.52	62.09	Sent/paying by 5/31/23
Past Due Accounts: Past due notices went out May 11, 2023. Final notices will go out May 25, 2023. Lock offs will take place on/around June 30, 2023			

PAST DUE LIST

CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
1			48.12			50.00 5/1/23	48.12
3			51.56			58.67 4/28/23	51.56
5			67.63			67.70 4/20/23	67.63
6			65.18	63.21	123.56	55.00 3/28/23	251.95
9			49.00			49.00 4/24/23	49.00
12			60.37	53.92	11.54	230.77 3/27/23	125.83
13			5.20			103.98 5/26/23	5.20
15			55.88	49.20	6.31	126.35 3/21/23	111.39
17			49.08			91.69 1/11/13	49.08
18			2.05			54.00 5/3/23	2.05
19			60.27	59.18	15.08	54.72 5/5/23	134.53
22			55.62	50.24	5.36	107.10 3/31/23	111.22
24			56.61	51.42	14.40	288.01 4/4/23	122.43
30			49.30			49.44 4/24/23	49.30
31			49.00			49.00 4/24/23	49.00
45			55.72	48.91		300.00 1/31/23	104.63
52			66.43	7.76		155.24 5/17/23	74.19
55			57.64			53.00 5/16/23	57.64
56			52.16			60.44 5/2/23	52.16
60			55.72			391.32 4/14/23	55.72
61			5.13			102.51 6/6/23	5.13
63			1.00			49.00 5/26/23	1.00
68			64.20	61.50	45.57	150.00 4/10/23	171.27
69			65.60	12.91		160.00 5/11/23	78.51
70			49.86			159.05 4/21/23	49.86
72			17.74			93.36 5/11/23	17.74
75			4.90			98.04 5/15/23	4.90
77			5.12			102.40 6/6/23	5.12
80			3.18			44.72 5/11/23	3.18
83			75.65			57.50 4/13/23	75.65
86			6.11			122.14 6/6/23	6.11
89			19.23			384.56 5/31/23	19.23
90			54.14			54.56 4/17/23	54.14
92			49.68	17.74		188.99 4/20/23	67.42
94			57.05			115.00 5/17/23	57.05
96			54.70			54.94 4/24/23	54.70
97			56.96			51.93 5/17/23	56.96
100			7.61			69.16 6/6/23	7.61
103			8.06			12.87 6/6/23	8.06
104			53.32			59.30 4/20/23	53.32
105			60.39	64.38	34.29	200.00 5/5/23	159.06
107			67.86	61.22	8.75	174.97 3/31/23	137.83
108			58.19			52.92 5/11/23	58.19

PAST DUE LIST

CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
110		58.14				57.41 5/11/23	58.14
111		70.51		56.13		330.00 4/3/23	126.64
114		54.94		9.39		187.82 5/5/23	64.33
127		49.12				113.48 5/22/23	49.12
129		67.98		67.78	61.12	68.00 5/1/23	196.88
130		58.84				53.36 5/11/23	58.84
131		54.12		49.00	4.30	86.00 3/16/23	107.42
134		40.69				200.00 5/16/23	40.69
137		70.40		67.05	54.45	129.11 2/7/23	191.90
138		58.49		58.12		52.32 4/20/23	116.61
139		49.62				49.10 4/20/23	49.62
140		76.52		75.26	426.17	50.00 5/1/23	577.95
146		51.60				162.72 5/18/23	51.60
147		75.80		12.20		135.00 4/25/23	88.00
150		53.88		4.63		112.00 5/4/23	58.51
151		64.39		61.63	66.60	193.85 3/21/23	192.62
155		68.82		65.18	6.92	138.35 5/15/23	140.92
157		54.77		49.00	17.31	346.16 3/15/23	121.08
158		55.43		51.08	4.94	373.84 3/15/23	111.45
161		40.06				400.00 3/28/23	40.06
162		67.88				130.43 5/12/23	67.88
164		61.25				61.14 5/11/23	61.25
174		58.74		53.84		226.97 3/9/23	112.58
179		37.59				52.00 5/11/23	37.59
181		61.80		58.84	147.34	50.00 1/3/23	267.98
182		67.85		6.18		123.55 5/24/23	74.03
183		10.82				104.53 5/5/23	10.82
184		71.30		70.23	115.91	100.00 5/26/23	257.44
185		72.91		68.06	218.28	78.29 11/30/22	359.25
190		49.00				53.90 4/24/23	49.00
193		74.98		84.50	7.38	147.50 3/31/23	166.86
197		45.22				55.00 5/11/23	45.22
198		51.62				52.72 4/24/23	51.62
203		57.60				53.74 5/11/23	57.60
204		64.30				56.14 5/11/23	64.30
207		52.00				59.87 4/13/23	52.00
208		50.98		5.33		106.68 5/8/23	56.31
211		49.12				49.30 4/24/23	49.12
212		5.07				101.38 5/26/23	5.07
213		56.28				54.48 5/8/23	56.28
217		54.23		49.00	6.52	130.40 3/24/23	109.75
218		62.20		6.45		129.02 5/3/23	68.65
220		120.52		125.50	129.70	241.84 3/9/23	375.72

PAST DUE LIST

CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
222			59.68			60.50 4/13/23	59.68
223			4.71			94.16 5/24/23	4.71
226			62.63	59.05	108.30	160.60 1/10/23	229.98
227			61.42	59.24	107.46	154.59 1/10/23	228.12
231			5.30			53.26 5/24/23	5.30
240			59.61	56.77	106.47	50.56 2/6/23	222.85
242			6.14			122.71 6/6/23	6.14
245			8.31			166.21 5/18/23	8.31
246			61.50	54.82	11.36	227.22 3/13/23	127.68
247			65.47	8.55		171.08 5/11/23	74.02
249			68.33	65.69	229.00	233.24 12/27/22	363.02
253			10.53			98.00 5/17/23	10.53
256			55.08			57.49 4/20/23	55.08
261			51.84	2.20		116.96 4/24/23	54.04
264			64.44	61.11	120.13	173.49 1/26/23	245.68
272			46.93			50.66 5/3/23	46.93
276			6.28			125.56 5/24/23	6.28
278			49.00			98.00 3/22/23	49.00
279			68.72	66.54	192.67	52.90 3/28/23	327.93
281			3.95			51.00 6/6/23	3.95
282			16.30			50.00 5/11/23	16.30
286			70.83	67.76	170.35	135.66 1/19/23	308.94
287			64.10			63.66 5/17/23	64.10
290			59.38	15.14		302.73 4/20/23	74.52
293			55.86	5.35		107.02 5/9/23	61.21
295			55.76	52.80	26.24	150.00 3/28/23	134.80
298			73.15	69.35	237.37	128.29 1/6/23	379.87
299			57.86			63.87 5/8/23	57.86
305			55.44			54.98 5/8/23	55.44
307			53.07			196.00 5/17/23	53.07
309			72.20	58.61	59.58	126.38 3/9/23	190.39
314			5.63			112.56 5/23/23	5.63
317			65.73	62.64	76.03	178.91 3/22/23	204.40
318			61.11			200.00 4/14/23	61.11
320			3.60			105.00 5/5/23	3.60
321			5.56			56.10 6/6/23	5.56
322			57.86			256.35 4/14/23	57.86
323			67.14			65.42 4/18/23	67.14
325			53.38			53.40 5/5/23	53.38
329			53.69	29.65		60.00 5/2/23	83.34
330			59.91	4.72		94.41 5/11/23	64.63
331			5.70			100.00 4/24/23	5.70
334			59.55	56.86	103.97	109.26 1/18/23	220.38

PAST DUE LIST

CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT		TOTAL
335			59.67	21.13		100.00	5/8/23	80.80
337			62.04	56.24	7.69	53.00	4/4/23	125.97
339			49.00	11.03		220.64	5/5/23	60.03
342			5.36			200.00	3/15/23	5.36
343			4.90			98.02	5/30/23	4.90
348			10.94			100.00	5/24/23	10.94
350			30.21			255.25	1/26/23	30.21
355			54.74			54.90	5/4/23	54.74
357			39.12			50.00	5/5/23	39.12
358			51.80	12.16		243.26	4/21/23	63.96
362			5.70			56.68	6/6/23	5.70
366			53.92			209.72	5/30/23	53.92
367			69.69	65.60	176.23	243.41	12/16/22	311.52
377			104.54			71.67	5/17/23	104.54
Total Receivables:		0.00		2,778.98				
Accounts Listed:			6,889.91		3,264.65			\$12,933.54

All Customers All Aged Accounts
Russian River Utility

**CAMP MEEKER RECREATION AND PARK DISTRICT
WATER SALES 2023**

METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS	NOTES
Alliance Master Meter Union Park	363 369	JAN	1,198,380	391,820	806,560	695,060	67.31%	13.83%	
Alliance Master Meter Union Park	363 369	FEB	1,318,880	422,400	896,480	817,810	67.97%	0.08%	
Alliance Master Meter Union Park	363 369	MARCH	1,087,110	386,650	700,460	615,610	64.43%	12.11%	
Alliance Master Meter Union Park	363 369	APRIL	1,232,060	455,780	776,280	682,910	63.01%	12.03%	
Alliance Master Meter Union Park	363 369	MAY	1,320,720	455,780	864,940	720,120	65.49%	0.00%	
Alliance Master Meter Union Park	363 369	JUNE							
Alliance Master Meter Union Park	363 369	JULY							
Alliance Master Meter Union Park	363 369	AUG							
Alliance Master Meter Union Park	363 369	SEPT							
Alliance Master Meter Union Park	363 369	OCT							
Alliance Master Meter Union Park	363 369	NOV							
Alliance Master Meter Union Park	363 369	DEC							
	total 2023								

RESOLUTION NO. 2020-008

CAMP MEEKER RECREATION & PARK DISTRICT

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CAMP MEEKER RECREATION & PARK DISTRICT
ESTABLISHING BOARD OFFICERS

Be it resolved that the following Directors having been duly nominated, the Board of Directors of the Camp Meeker Recreation & Park District does hereby elect the following Directors to serve in the capacity of its Board officers.

President: Gary Helfrich

Vice-President:

Secretary-Treasurer: John McDaniel

It is hereby certified that the foregoing Resolution was duly introduced and legally adopted by the Board of Directors of the Camp Meeker Recreation & Park District during a meeting held on the 20th day of June 2023.

DIRECTORS:

HELFRICH _____ LARSON _____ ALPER _____
MCDANIEL _____ WATSON _____

CERTIFICATION

The following hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors of the Camp Meeker Recreation and Park District at its regular meeting of the Board of Directors held on June 20, 2023.

Gary Helfrich, President

ATTEST:

John McDaniel, Secretary/Treasurer

January 20, 2023



P.O. Box 461 Camp Meeker, California 95419-0461
Telephone: 707-874-9246

Email: admin@campmeeker.org

June 20, 2023

Rosalind Rower
Project Officer, APRS
California Department of Parks and Recreation
Office of Grants and Local Services
PO Box 942896
Sacramento, CA 94296-0001

RE: Grant 18-49-020, Dutch Bill Playground

Dear Ms. Rowe,

This letter is to inform the Department of Parks and Recreation that due to various demands on resources and changes to Board composition, the Camp Meeker Recreation and Park District has decided that it is unable to continue with the above-referenced grant project for the Dutch Bill Playground Renovation. The matching funds are needed for urgent repairs to District facilities.

Should the Department require a resolution to cancel the grant contract, please advise and the Board will review and take action at their July 18 meeting.

The District appreciates the time and effort the Department of Parks has invested in this project to date. Please confirm receipt and contract cancellation.

Yours truly,

GARY HELFRICH
Board President

CAMP MEEKER RECREATION & PARK DISTRICT
 Post Office Box 461, Camp Meeker, CA 95419
 Telephone: 707-874-9246 Email: admin@campmeeker.org
 Anderson Hall Rental Agreement Contract Number _____

Person(s) Renting Anderson Hall			
Names of All Parties Renting (including 2 nd contact info*): 1. _____ 2. _____			<input type="checkbox"/> Resident <input type="checkbox"/> Non-Resident
Address _____			Phone (Home/Work) _____
City _____	State/ Zip _____	Email: _____	Phone (Cell): _____
Type of Event			
<input type="checkbox"/> Party	<input type="checkbox"/> Wedding	<input type="checkbox"/> Meeting	<input type="checkbox"/> Other
Date and Time			
Date of Use _____	Day of Week _____	Number of Hours: 2 <input type="checkbox"/> 4 <input type="checkbox"/> 6 <input type="checkbox"/> All Day X	
Time of Use _____	From: _____ AM PM	To: _____ AM PM	
Fees and Deposit			
Reservations can be made at our website. Deposit and/or fees are payable either by credit card at www.campmeeker.org or check payable to: Camp Meeker Rec & Park District	Per Current Fee Schedule Rental Fee: \$ _____		
	Refundable Deposit: \$ _____		
	Total: \$ _____		
Condition of Building Before Event (Note Any Defects) _____			
2 nd contact info: Telephone: _____ Email: _____ Cell: _____			
Inspected By: _____ <input type="checkbox"/> Additional Clean-Up Needed Amount Deposit Returned: _____			
General Rules			
<ul style="list-style-type: none"> Deposit must be made at time of booking and all fees paid/insurance confirmations received sixty (60 days) prior to the event. Access codes will be provided by 8:00 a.m. on the initial date of the rental. Hall will be inspected before and after each event. General condition of the Hall will be noted. Contract conditions relating to Camp Meeker residency, use of premises, deposits, payments and refunds are listed on pages following this page. Please read thoroughly and initial pages prior to signing this rental contract. 			
Agreement			
I understand if any damage is done to the building, or the building is not left clean, the deposit will not be returned and if the District must hire service providers to clean, repair the building or remove trash, I will be billed for these services.			
Renter(s) Signature _____			Date _____
Camp Meeker Recreation & Park District Authorized Individual _____			Date _____

1. Reservations, Security Deposit, Payment and Refunds:

Reservations are confirmed upon receipt of refundable \$500.00 security deposit and signed Anderson Hall Rental Agreement. Total rental fee payment is due 60 days prior to the scheduled event date. District may cancel the reservation at any time within its sole discretion until such time as payment of all fees due hereunder are actually paid and received. Cancellation by the Renter of an event within 60 days of the event date will result in forfeiture of the security deposit, cancellation of an event 60 days or more prior to the event date will be 100% refundable. Upon conclusion of an event, security deposit will be refunded within 30 days predicated upon successful completion of post event Hall inspection.

Please note: Camp Meeker residency rates must be confirmed providing street address. In the event of use by family member the contract must include a second signature of the property owner/resident.

2. Indemnification:

The Renter agrees to indemnify, defend and hold the CMRPD, its officers, directors, employees, agents, and assigned staff harmless from all losses, damages, costs and expenses resulting from any claims, suits or liabilities of any kind, including attorney fees, arising from or purporting to arise from the conduct, activity, or any other transaction involving Renter, its guests, invitees, or any other person on the Anderson Hall premises at the request or invitation of the Renters or Renters guests or invitees. This provision of the Renters Agreement shall survive the Renter's scheduled departure date from Anderson Hall.

3. Assignment and Subleasing:

The Renter shall not assign any interest in this agreement or otherwise transfer or sublease Anderson Hall or any part thereof or permit the use of Anderson Hall to any party other than the Renter.

4. Use Of Premises:

The Renter shall comply with all fire, health and sanitary laws, ordinances, rules and orders of appropriate governmental authorities as well as those established by the CMRPD.

1. In compliance with Sonoma County regulations regarding rental facilities, outdoor burning of any kind is prohibited including BBQs, smoking, and outdoor ovens. No candles or open flames or flammable materials are allowed on premises.
2. Exits must remain clear and accessible at all times.
3. No wall hangings or decorations may be applied to walls, doors or windows without prior consent.
4. No overnight parking or overnight facility use is allowed.
5. All chairs and tables must be returned to storage area at the conclusion of the event.
6. All kitchen equipment must be cleaned and properly stored at the conclusion of the event.
7. The Renter is responsible for the full cost of cleaning and/or repairing of any damage above and beyond normal wear and tear of the facility including damage caused by the Renter, Renter's guests, Renter's service providers or any individual connected to the Renter's event.
8. Renters are responsible for the removal of all trash and recyclable materials. Trash and recycle bins are available for use during an event but must be emptied and cleaned at the conclusion of the event. Renters will be billed accordingly for the removal of any trash left behind.

5. Parking and Fire Lanes:

Guest parking is available at the Post Office parking lot and on the bridge leading to Market and Tower Road. No parking is allowed beyond the "NO Parking Begins" sign located on the right side of Tower Road and extends 100 feet beyond the fire hydrant above Anderson Hall. Disabled parking is available at the Anderson Hall egress and is reserved for vehicles with proper documentation. Limited parking for guests and vendors is available to the lower right of Anderson Hall but must not block access to Lakeside Avenue. Refer to the "Parking Diagram" provided.

Initials

Date: _____

Initials

6. Alcohol Policies:

The following prerequisites and requirements apply to the service of alcoholic beverages at all events held at Anderson Hall:

Public Events are those events at which the general public is invited to attend, which require a fee for general attendance, or which sell food or alcoholic beverages for a fee or donation. Public Events shall comply with all alcoholic beverage service requirements mandated by the State Department of Alcoholic Beverage Control and local law enforcement. Alcohol may not be otherwise served or consumed. Copies of all licenses relating to the service of alcohol at each event shall be provided 30 days prior to the event. Public events shall also comply with all requirements applicable to public and private events.

Private Events are those events at which attendance is by invitation only, and that do not require a fee for attendance nor for the service of food or alcohol. All private events at which attendance is 100 or more persons shall be required to engage a licensed caterer with an Off-Premise Liquor License to serve alcoholic beverages. Alcohol may not be otherwise served or consumed. As a condition to serving alcoholic beverages at such functions, the requirements set forth below must be satisfied in full: The licensed caterer engaged to serve alcoholic beverages must submit the following information prior to the private event:

1. Copy of current catering license
2. Copy of Alcoholic Beverage Control authorization
3. Copy of current insurance certificate
4. Number of bartenders at event
5. Hours the bar will be open (maximum 5 hours)

7. Liability Insurance:

If alcoholic beverages are to be served, Renter must provide proof of liability insurance coverage with coverage extended to CMRPD as additional insured under the policy.

8. Noise:

Outside amplified noise is prohibited. Noise cannot exceed 65 decibels at the property line and not exceed 55 decibels between 10:00 p.m. and 7:00 a.m. at the property line.

9. Smoking:

Smoking is prohibited on Anderson Hall property.

10. Firearms and Weapons:

Possession of any firearms, weapons, fireworks or ordinance is prohibited in Anderson Hall unless the person is a law enforcement officer authorized to carry weapons at the time of the event.

11. Condition of Premises:

Renter agrees that Renter has examined the premises at the time of rental and they are in good order, good repair, safe, clean and orderly.

12. Acts of God:

The CMRPD shall not be responsible for any failure or delay in the performance of its obligations under this Agreement arising out of or caused, directly or indirectly, by circumstances beyond its reasonable control, including without limitation, acts of God, earthquakes, fires, floods, wars, civil or military disturbances, sabotage, epidemics, riots, interruptions, loss or malfunctions of utilities, computer (hardware or software) or communication service, accidents, labor disputes, acts of civil or military authority, or governmental actions.

_____	Date: _____	_____	Date: _____
Initials		Initials	

RESOLUTION NO. 2023-004

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMP MEEKER RECREATION AND PARK DISTRICT, SETTING AND ADOPTING AN APPROPRIATIONS LIMIT FOR THE 2023-2024 FISCAL YEAR.

WHEREAS, Article 13B of the Constitution of the State of California establishes appropriations limits on the proceeds of taxes for entities of government, and

WHEREAS, Proposition 111 approved by the voters in June 1990 requires that the Appropriations Limit for a governmental entity shall be fixed and adjusted from year to year by the new growth factors stated in that Proposition; and

WHEREAS, Proposition 111 allows the choice of either the California per capita personal income from the preceding year or the change in local assessment roll due to non-residential construction from the preceding year to be used as the factor for the change in the cost of living, and

WHEREAS, the Sonoma County Auditor's office has supplied this District with the figures for the annual percentage change for California Per Capita Personal Income, local population growth and a calculator for the appropriate appropriations limit based on the relevant factors, a true copy of which is attached to this Resolution and incorporated into it, and

WHEREAS the population and per capita factors are prepared by the State Department of Finance and are readily ascertainable and available factors to be used to recalculate the current year's appropriations limit, and

WHEREAS, the Board of Directors of the Camp Meeker Recreation and Park District did meet at a regular meeting on June 20, 2023 and did consider and determine based on the available factors, the recalculation of the 2023-2024 appropriations limit.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Camp Meeker Recreation and Park District has adopted an Appropriations Limit for the District for the 2023-2024 fiscal year as \$357,192.00, based on the calculation provided by the County of Sonoma.

BE IT FURTHER RESOLVED, that the Secretary of this Board is directed to attach the revised limit to the adopted 2023-2024 budget, to forward a copy of the resolution to the Sonoma County Auditor and to file the required report with the State Controller.

BE IT FURTHER RESOLVED, that the Secretary of this Board is directed to retain all calculation sheets and adjustment factor data for three years.

The foregoing resolution was duly read and voted on at a regular meeting of the Camp Meeker Recreation and Park District Board of Directors on the 20th June, 2023 by the following vote of the Board:

Vote	Yes	No
Bell Alper		
Helfrich		
McDaniel		
Larson		
Watson		

TOTALS: AYES _____ NOES _____ ABSTENTIONS/ABSENT _____

Whereupon the President declared the foregoing resolution adopted, and SO ORDERED, this 20st day of June 2023

So Ordered:

Gary Helfrich, President

ATTEST:

John McDaniel, Secretary/Treasurer

June 20, 2023

"P1" CALCULATION OF APPROPRIATION LIMITS

	22-23	23-24
PER CAPITA INCREASE	1.0755	1.0444
POPULATION CHANGE	1.0054	0.9947
POPULATION FACTOR USED	(UNICORP TOTAL)	(COUNTY TOTAL)
<u>FIRE DISTRICTS:</u>		
71301 RANCHO ADOBE	7,420,119 *	7,708,500
71451 GRATON	1,788,255	1,857,755
71551 KENWOOD	809,061	840,505
71601 MONTE RIO	1,215,493	1,262,733
71750 SCHELL-VISTA	2,144,043 *	2,227,371
71801 GOLD RIDGE	5,711,999	5,933,994
71901 SONOMA COUNTY FIRE DISTR	37,000,000 *	38,437,993
71951 NORTHERN SONOMA COUNTY	1,428,588 *	1,484,110
72001 TIMBER COVE	304,299	316,125
72051 CLOVERDALE	2,296,121	2,385,359
72751 NORTH SONOMA COAST	3,597,188	3,736,992
72901 SONOMA VALLEY FIRE DISTRICT	22,531,498	23,407,177
SUBTOTAL	86,246,664	89,598,614
<u>REC & PARK DISTRICTS:</u>		
72151 CAMP MEEKER	343,829	357,192
72251 MONTE RIO	408,897 *	424,788
72301 RUSSIAN RIVER	707,797	735,305
SUBTOTAL	1,460,523	1,517,285
<u>OTHER DISTRICTS:</u>		
72550 OCCIDENTAL CSD	480,096	498,755
72601 CAZADERO CSD	432,883	449,707
72701 COAST LIFE SUPPORT	2,935,679	3,049,773
74501 SONOMA COUNTY TRANSPORTATION AUTHORITY	60,051,555	62,385,439
74807 SONOMA COUNTY LIBRARY	50,587,150	52,553,203
76151 FORESTVILLE WTR	219,873	228,418
76901 BODEGA BAY P.U.D.	931,387	967,585
77051 NO SO CO HOSPITAL	21,832,195	22,680,696
78350 SMART	163,175,521 *	169,517,285
SUBTOTAL	300,646,339	312,330,861
TOTAL LOCAL BOARDS	388,353,526	403,446,760

*Figure Adopted by district replaces limit calculated by the Auditor's Office.

PRELIMINARY BUDGET TRANSACTIONS 2023-2024 RECAP SHEET									
Camp Meeker Recreation & Park District									
Index #	FUND #10 R&P	FUND 16 R & P : Cap	FUND 40 Water Op	FUND 50 Wtr: Cap Rpmnt	FUND 70 USDA (A&B Debt)				
A- Estimate of Fund Balance:									
Cash on Hand 5/16/2023	188,933	25,000	36,625	1,069,490	229,615				
Estimated Revenue	8,717	-	43,217	1,000	-				
Accounts Receivable		-	8,000						
Estimated Expenditures	15,500	-	18,500						
Accounts Payable		-	-						
Estimated Fund Balance 6/30/23	182,150	25,000	69,342	1,070,490	229,615				
B-Analysis of Fund Balance/Unreserved/Undesignated									
Estimated Fund Balance 6/30/23	182,150	25,000	69,342	1,070,490	229,615				
Encumbrances	-	-							
General	-	-							
Other	20,000	20,000							-
Designations	125,661	-	53,048	910,405	241,681				
Fund Balance Unreserved/Undesignated	36,489	45,000	16,294	160,085	(12,066)				
C-Summary of District Budget									
Fund Balance Unreserved/Undesignated	36,489	45,000	16,294	160,085	(12,066)				
Cancellation of Prior Year Reserves/Designations	125,661	-	53,048	910,405	241,681				
Estimated Revenue	142,425	-	388,020	59,000	122,000				
Total Available Financing	304,575	45,000	457,362	1,129,490	351,615				
Appropriations	147,770	45,000	388,020	15,500	93,426				
Provisions for Reserves and/or Designations	156,805	-	69,342	1,113,990	258,189				
Total Financing Requirements	304,575	45,000	457,362	1,129,490	351,615				
Director	Director		Director		Director				Director
Prop 4 Resolution 2023-004 \$357,192									
Resolution 2023-005									
Preliminary Budget Transactions Approved On:									
June 20, 2023									
District Administrator: Cheryl Doran-Girard									
Address: PO Box 461, Camp Meeker, CA 95419									
Phone: 707-696-2876									

CAMP MEEKER RECREATION AND PARK DISTRICT
10 - Operating Fund

		Total Budget	6/30 Year-	Total Budget	
		- Final	End	Variance -	2023-2024
				Final	Budget
GL CODE	Revenue				
4001	Property Taxes-CY Secured	98,000.00	105,074.00	7,074.00	103,500.00
4020	Property Taxes-CY Supplemental	0.00	1,383.00	1,383.00	
4040	Property Taxes-CY Unsecured	0.00	3,044.00	3,044.00	
4101	Interest Pooled Cash -Sonoma Cou	0.00	20.00	20.00	25.00
4110	Interest Earned-Wells Fargo Bank	250.00	1,578.00	1,328.00	3,000.00
4210	Rental Fees-Anderson Hall	5,000.00	7,000.00	2,000.00	10,000.00
4215	Rental Fees-Other	1,900.00	1,583.00	(317.00)	1,900.00
4220	State-Home Owner Property Tax R	500.00	504.00	4.00	500.00
4221	State-Other In Lieu -Fish & Wildlife	0.00	4.00	4.00	
4290	Miscellaneous Revenues	0.00	87.00	87.00	
4295	Grant Revenue	120,120.00	0.00	(120,120.00)	
4625	Transfers-Within Fund In	30,280.00	0.00	(30,280.00)	25,000.00
Total Revenue		256,050.00	120,277.00	(135,773.00)	143,925.00
Expenditures					
5017	Worker Compensation Insurance	3,000.00	206.00	(2,794.00)	1,000.00
5101	Communications-Telephone	1,200.00	1,061.00	(139.00)	1,200.00
5105	Communications-ISP Website	300.00	385.00	85.00	960.00
5110	Communications-Website Other	1,250.00	494.00	(756.00)	1,250.00
5112	Communications-WiFi	1,500.00	1,413.00	(87.00)	1,320.00
5184	Janitorial Supplies	500.00	49.00	(451.00)	250.00
5185	Janitorial Services	1,500.00	1,000.00	(500.00)	1,750.00
5210	Insurance-Property & Liability	5,000.00	5,000.00	0.00	5,000.00
5301	Maintenance Beach & Parks	5,000.00	0.00	(5,000.00)	
5401	Memberships	300.00	565.00	265.00	650.00
5405	Miscellaneous	1,500.00	550.00	(950.00)	1,000.00
5410	Office Supplies	950.00	341.00	(609.00)	1,000.00
5415	Office Operations	0.00	359.00	359.00	500.00
5416	Lease-Accounting Software	1,650.00	2,044.00	394.00	1,800.00
5420	Training-Administrative	150.00	0.00	(150.00)	150.00
5425	Postage	75.00	133.00	58.00	75.00
5426	Printing Services	750.00	642.00	(108.00)	1,000.00
5427	Supplies	500.00	334.00	(166.00)	500.00
5501	Professional Fees-Web	1,000.00	705.00	(295.00)	1,000.00
5520	Administrative Services	21,000.00	19,988.00	(1,012.00)	20,000.00
5531	Community Education	3,500.00	0.00	(3,500.00)	-
5540	LAFCO Charges	450.00	194.00	(256.00)	450.00
5550	Legal Services	17,500.00	7,693.00	(9,807.00)	12,500.00
5555	Professional Services-Auditor	7,000.00	11,000.00	4,000.00	7,000.00
5556	Professional Services-Accounting	15,000.00	15,098.00	98.00	14,500.00
5570	Service Fee-Square	0.00	278.00	278.00	350.00
5571	Late Fees	0.00	11.00	11.00	25.00
5575	Bank Service Fees	660.00	181.00	(479.00)	350.00
5577	Recording and Filing Fees	250.00			
5576	Property Tax Administration Fee	1,200.00	1,139.00	(61.00)	1,200.00
5590	Gas and Oil	1,500.00	850.00	(650.00)	11,000.00
5591	Equipment Rentals	0.00	201.00	201.00	140.00
5592	Water and Sewer	1,250.00	1,333.00	83.00	1,350.00
5594	Utilities	1,500.00	1,033.00	(467.00)	1,500.00
5596	Permit Fees-Local	0.00	15.00	15.00	-
8505	Equipment-New	0.00	326.00	326.00	500.00
8510	Remodel/Rehab/Renovate	25,000.00	0.00	(25,000.00)	50,000.00
8514	Maintenance & Repair-Major	5,000.00	1,500.00	(3,500.00)	2,500.00
8516	Restoration	120,000.00	0.00	(120,000.00)	-
8625	Transfer Wtihin Fund	8,500.00			
9001	Contingency	615.00	0.00	(615.00)	155.00
Total Expenditures		256,050.00	76,121.00	(171,179.00)	143,925.00
Excess of Income Over (Under) Expense		0.00	44,156.00	35,406.00	0.00

CAMP MEEKER RECREATION AND PARK DISTRICT

Fund 16-Rec & Park Capital Replacement

GL Code		Total			
		Budget		Variance -	
		Final		2023-2024	
		End		Budget	
4625	Tfr Within Fund In Expenditures				20,000.00
	Tfr Within		0.00	25,000.00	45,000.00
	Fnd-Out	25,000.00			
	Total Expenditures	25,000.00	0.00	25,000.00	45,000.00
8625	Excess of Income				
	Over (Under) Expense	(25,000.00)	0.00	(25,000.00)	(45,000.00)

CAMP MEEKER RECREATION AND PARK DISTRICT
40 - Water Operations

		Total Budget	6/30 Year-	Total Budget	2023-2024
		- Final	End	Variance -	Budget
				Final	
GL CODE Revenue					
4010	Direct Charges-Current Year	124,000.00	122,865.00	(1,135.00)	123,000.00
4061	Direct Charges -Prior Year	0.00	1,894.00	1,894.00	
4101	Interest Pooled Cash -Sonoma County	0.00	20.50	20.50	20.00
4260	Reimbursements	7,000.00	0.00	(7,000.00)	
4308	Water Connection Fees	0.00	5,640.00	5,640.00	
4309	Other Water Fees	0.00	100.00	100.00	
4310	Sales of Water-Residential	250,000.00	213,236.00	(36,764.00)	250,000.00
4625	Transfers-Within Fund In	150,000.00	0.00	(150,000.00)	15,000.00
Total Revenue		531,000.00	343,755.50	(187,244.50)	388,020.00
Expenditures					
5017	Worker Compensation Insurance	1,200.00	308.00	892.00	1,500.00
5101	Communications-Telephone	500.00	609.00	(109.00)	800.00
5105	Communications-ISP Website	300.00	470.00	(170.00)	500.00
5110	Communications-Website Other	300.00	293.00	7.00	300.00
5112	Communications-WiFi	0.00	335.00	(335.00)	1,000.00
5210	Insurance-Property & Liability	5,000.00	5,000.00	0.00	6,500.00
5401	Memberships	250.00	722.00	(472.00)	750.00
5405	Miscellaneous	0.00	113.00	(113.00)	250.00
5410	Office Supplies	850.00	691.00	159.00	850.00
5415	Office Operations	0.00	484.00	(484.00)	-
5416	Lease-Accounting Software	1,750.00	2,024.00	(274.00)	2,200.00
5420	Training-Administrative	200.00	0.00	200.00	150.00
5425	Postage	300.00	41.00	259.00	150.00
5426	Printing Services	0.00	517.00	(517.00)	750.00
5427	Supplies	150.00	125.00	25.00	150.00
5501	Professional Fees-Web	200.00	63.00	137.00	250.00
5515	Contract Services-Water Operations	150,000.00	121,789.00	28,211.00	150,000.00
5520	Administrative Services	21,000.00	25,946.00	(4,946.00)	26,000.00
5540	LAFCO Charges	850.00	744.00	106.00	850.00
5550	Legal Services	16,500.00	9,497.00	7,003.00	15,000.00
5555	Professional Services-Auditor	12,100.00	13,750.00	(1,650.00)	14,000.00
5556	Professional Services-Accounting	16,800.00	18,198.00	(1,398.00)	16,800.00
5565	Fiscal Agent Fees	0.00	1,071.00	(1,071.00)	1,100.00
5567	SCWA-Water Agency Fees	6,000.00	3,389.00	2,611.00	1,250.00
5575	Bank Service Fees	10.00	70.00	(60.00)	75.00
5576	Property Tax Administration Fee	1,200.00	0.00	1,200.00	1,250.00
5585	Public/Legal Notices	575.00	398.00	177.00	575.00
5587	Water System Fees-State	2,750.00	308.00	2,442.00	3,000.00
5592	Water and Sewer	0.00	3,362.00	(3,362.00)	3,500.00
5594	Utilities	12,500.00	12,060.00	440.00	13,500.00
8511	Maintenance & Repair	0.00	1,974.00	(1,974.00)	2,500.00
8565	Equipment 2	125,000.00	0.00	125,000.00	-
8625	Tfr Within Fnd-Out	148,000.00	27,000.00	121,000.00	122,000.00
9001	Contingency	6,715.00	0.00	6,715.00	520.00
Total Expenditures		531,000.00	251,351.00	279,649.00	388,020.00
Excess of Income Over (Under) Expense		0.00	92,404.50	(466,893.50)	0.00

CAMP MEEKER RECREATION AND PARK DISTRICT
WATER CAPITAL FUND-50 (RESTRICTED)
PRELIMINARY BUDGET 2023-2024

GL CODE	Final Budget 2023	Actual Plus Estimate 6/30/23	Total Final Budget Variance	PROPOSED BUDGET 2023-2024
Revenue				
4110 Interest Earned-WFB	-	8,311	8,311	7,500
4260 Reimbursements	-	-	-	-
4625 Transfers-Within Fund In	50,000	56,194	6,194	59,000
Total Revenue	50,000	64,505	14,505	66,500
Expenditures				
5575 Bank Service Fees	-	207	207	500
8625 Tfr Within Fnd-Out	150,000	50,194	(99,806)	15,000
Total Expenditures	150,000	50,401	(99,599)	15,500
Income Over (Under) Expense	(100,000)	14,104	114,104	51,000

CAMP MEEKER RECREATION AND PARK DISTRICT
USDA DEBT-WATER FUND 70
PRELIMINARY BUDGET 2032-2024

GL CODE	Revenue	Final Budget 2023	Actual Plus Estimate @ 6/30/2023	Total Budget Variance - Final	PROPOSED BUDGET 2023- 2024
4290	Miscellaneous Revenues	1,500	-	1,500	-
4625	Transfers-Within Fund In	103,972	112,432		122,000
	Total Revenue	105,472	112,432	1,500	122,000
	Expenditures				
7910	Long Term Debt-Principal	41,000	41,000	-	45,000
7911	Long Term Debt-Interest	52,511	52,511	-	48,426
8625	Tfr Within Fnd-Out	-	-	-	-
	Total Expenditures	93,511	93,511	-	93,426
	Income Over (Under) Expense	11,961	18,921	1,500	28,574