

Agenda of the Regular Meeting  
Of the  
Board of Directors of the  
Camp Meeker Recreation and Park District

Tuesday, June 23, 2015, 7:00 pm  
DISTRICT OFFICE (Next to the Fire Station)  
CAMP MEEKER, CALIFORNIA

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 19, 2015

2. May 26, 2019

B. Payment of Claims

C. Journal Entry Approval

D. Administrative and Financial Report

VII. REPORT OF THE WATER SYSTEM OPERATOR (Russian River Utility, 10 minutes)

A. Report of operations for the current month.

VIII. ACTION ITEMS

A. UPDATE: RESOLUTION 2015-001: CAMP MEEKER VOLUNTEER FIRE DEPARTMENT LEASE AGREEMENT (Cathie Anderson, 5 minutes)

DESCRIPTION: The District entered into a long term LAND LEASE AGREEMENT with the Camp Meeker Volunteer Fire Department (CMVFD), dated October 1, 2009. That instrument [and in particular, subparagraph 3.2] did not address apportionment of commonly used utilities. The District has taken steps to separate services (e.g. separate meters) as the most efficient way to apportion use. A proposed Amendment to the LEASE was given to the CMVFD in September of 2014, but the Fire Department has not acted upon or returned it. Therefore, on advice of counsel, that utilities must be apportioned under the LEASE; that, a Recreation & Park District is not authorized by law to provide financial support to a Fire Department; and that the CMVFD has been given adequate notice of the new billing and metering procedures that are necessary to achieve the purposes of the LEASE, counsel now recommends the matter be closed and that CMVFD be so informed.

**PROPOSED ACTION:** The Board is to adopt a RESOLUTION approving the actions taken under the LEASE, as set forth above, and authorize its President to send a letter to the CMVFD informing it of the District's actions and interpretation of the apportionment of utilities issue.

**B. MAINTENANCE OF THE CAMP MEEKER SIGN (Gary Helfrich, 15 minutes)**

**DESCRIPTION:** The Board will discuss ways to insure the Camp Meeker sign is maintained and possible solutions to accomplishing the tasks required to maintain the sign.

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

**C. RESOLUTION 2015-007: RECREATION AND PARK FUND DUE TO WATER FUND AUDITED FINANCIAL REPORT 6/30/2014 (Staff, 5 minutes)**

**DESCRIPTION:** On March 18, 2014 the Board, by motion, decided to separate its financial activities from the County of Sonoma in an effort to reduce a projected overwhelming increase in costs for County Services. There were costs inherent in the process for various services including legal, consulting, software, etc. These costs were paid from the water fund and resulted at year-end in \$23,887 due to the water fund from the Recreation and Park fund for the Recreation and Park share of the costs of implementation. It is necessary that the Board chooses a repayment process for this amount prior to June 30, 2015; therefore, the Board will discuss possible options.

**PROPOSED ACTION:** The Board may/may not approve Resolution 2015-007 and choose options for the Recreation and Park fund due to Water fund amount of \$23,887.00.

**D. BEACH AND PARK MAINTENANCE HIRE (Cathie Anderson, 10 minutes)**

**DESCRIPTION:** The Board will discuss maintaining the beach and areas surrounding Anderson Hall and the hiring of an individual/service to complete maintenance tasks on an ongoing basis. The Board will review the impact of hiring an individual and related requirements rather than hiring an outside service.

**PROPOSED ACTION:** The Board may/may not take action regarding maintenance.

**E. RESOLUTION 2015-008 REVIEW OF INSURANCE COVERAGE LIMITATIONS FOR THE FISCAL YEAR 2015-2016; AND, APPROVAL OF COVERAGE LIMITATIONS AND CARRIER PAYMENT (Staff, 5 minutes)**

**DESCRIPTION:** The Board will review the insurance coverage limitations provided by SDRMA for the fiscal year 2015-2016. Past years coverage limitations were set at 5 million dollars to provide the District with coverage appropriate to its assets/activities. Premium for the fiscal year is \$5,178.72

**PROPOSED ACTION:** The Board will/will not approve Resolution 2015-008 setting coverage limitations of 5 million dollars and approving carrier payment of \$5,178.72.

E. RESOLUTION 2015-009: ESTABLISH WELLS FARGO CHECKING ACCOUNT FOR PAYPAL FEES AND ANDERSON HALL DEPOSITS (Cathie Anderson/Staff, 5 minutes)

DESCRIPTION: The District currently holds a small checking account with US Bank that was established to receive direct deposits and rental fees from PayPal for Anderson Hall. This account was established prior to the District's implementation of its own accounting function and associated checking and investment accounts with Wells Fargo. Establishment of this account will consolidate all the District's accounts with Wells Fargo and facilitate the deposit process and client refunds.

PROPOSED ACTION: The Board may/may not approve Resolution 2015-009 to establishing a checking account with Wells Fargo Bank for Anderson Hall deposits and PayPal transactions.

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 ten (10) calendar days before the 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.

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

[http://www.campmeeker.org/wordpress/?page\\_id=224](http://www.campmeeker.org/wordpress/?page_id=224).

Minutes of the Regular Meeting  
Of the  
Board of Directors of the  
Camp Meeker Recreation and Park District

Tuesday, May 19, 2015, 7:00 pm  
DISTRICT OFFICE (Next to the Fire Station)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order by Lynn Watson, President, at 7:10 p.m.

II. ROLL CALL

Directors Anderson, Helfrich, Larson and Watson were present. Director Tominia was absent.

III. APPROVAL OF AGENDA

A motion was made by Cathie Anderson, and seconded by Gary Helfrich to approve the agenda as posted.

Directors Anderson, Helfrich, Larson and Watson voted yes. Director Tominia was absent.

The motion was approved. Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

There was no public comment.

VI. CONSENT ITEMS

A. Approval of Minutes

1. April 21, 2015

As there were no corrections to the minutes of April 21, 2015, a motion was made by Cathie Anderson, and seconded by Valery Larson to approve the minutes of April 21, 2015 as submitted.

Directors Anderson, Helfrich, Larson, and Watson voted yes. Tominia was absent.

The motion was approved. Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

B. Payment of Claims

After discussion, a motion was made by Gary Helfrich, seconded by Cathie Anderson to approve the following warrant requests; and, checks 1182-1203 (Operating-WFB), 544 & 545 (Bank of West) and 1011-1012 (US Bank-Rental Fees) in payment of warrant request amounts. WFB Operating Checks 1181 and 1184 through 1191 are void due to printer error:

G2014/2015-012 (R&P May 2015) \$ 4,195.81

W2014/2015-012 (Water May 2015) \$ 7,918.23

Directors Anderson, Helfrich, Larson, and Watson voted yes. Director Tominia was absent.

The motion was approved. Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

C. Journal Entry Approval

Ms. Doran-Girard reviewed JV0046 recording the receipt of property tax and direct charge proceeds transmitted by the County of Sonoma to the Wells Fargo Bank operating account.

A motion was made by Gary Helfrich, seconded by Valery Larson to approve JV0046 recording the receipt of property tax and direct charge proceeds transmitted to WFB by the County of Sonoma.

Directors Anderson, Helfrich, Larson, and Watson voted yes. Director Tominia was absent.

The motion was approved. Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

D. Administrative and Financial Report

Ms. Doran-Girard reported on various accounting related items including proposed audit timing and the need for a meeting to review the 2015-2016 Preliminary Budget. Additionally, she advised that the County had once again changed some aspects of the Form 700 officer filing duties and that the District will need to purchase an updated Employer poster as the changes to the law will be in effect and all public agencies whether or not there are employees must post.

VII. REPORT OF THE WATER SYSTEM OPERATOR

- A. Jamie Dunton of Russian River Utility informed the Board that the water system continues to work well. Cathie Anderson expressed concern with respect to the drought and customer excessive usage. Gary Helfrich agreed and stated that the Board needs to work on something that will inform the customers that it is no longer any customer's right to use as much water as they wish and pay for it. The Board requested a report of all customer usage to be presented at as part of the water reports monthly.

Secondly, Ms. Anderson presented information provided by Jerry Yost regarding two water connections on his property. After discussion, it was agreed that further research of the issue of two meters/connections on Mr. Yost property was necessary.

VIII. ACTION ITEMS

A. DIVERSION REQUEST TO SONOMA COUNTY WATER AGENCY FOR EXTENSION OF CMRPD PROVISION OF WATER TO OCSD

DESCRIPTION: The Camp Meeker Recreation and Park District provides water to the Occidental Community Services District under various agreements with the Sonoma County Water Agency and its Joint Powers agreement with OCSD. The initial agreements for the Sale of Water Between SCWA and CMRPD expired June 30, 2104 and was extended on until June 30, 2015 in November 2014. It is essential that the community of Occidental continue to receive Agency permitted water past the June 30, 2015 deadline of the current agreement; therefore, OCSD asks that the Board of CMRPD request a two-year extension until such time as a long term authorization can be developed to divert and transport SCWA permitted water to the OCSD, and, in an emergency, to CMRPD. Steve McNeal of Occidental Community Services reviewed the SCWA request history and the need to an extension of the CMRP/SCWA agreement. He stated that all fees related to the extension would be paid by OCSD.

ACTION: After discussion, a motion was made by Gary Helfrich and seconded by Cathie Anderson to authorize the Camp Meeker Board President to sign the letter requesting a two year extension of the July 1996 SCWA agreement providing water to OCSD.

Directors Anderson, Helfrich, Larson, and Watson voted yes. Director Tominia was absent.  
The motion was approved. Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

**B. RESOLUTION 2015-003: JOINT SYSTEM OPERATION AGREEMENT OCSD, CMRPD AND RUSSIAN RIVER UTILITY**

**DESCRIPTION:** In February 2006 the Board entered into a joint system operation agreement between Occidental Community Services District, Camp Meeker Recreation and Park District and Russian River Utility to operate, manage and maintain the joint aspects of the water system including but not limited to the wells at Monte Rio, the transmission main, the treatment plant and other elements of the system necessary to provide water to the communities of Camp Meeker and Occidental. The agreement was for a term of eight years and ended on December 31, 2014. Amendment #01 to the 2006 Agreement will extend for an additional eight (8) years at a cost of \$4,820.00/month for the year 2015; and, thereafter, increasing the monthly charge by the California Public Utilities Commission (CPUC) cost of living increase effective each January 1 following.

The Board discussed the renewal of the agreement and District Counsel Manwell expressed concerns regarding various issues including its proposed eight (8) year term and his feeling that there should be a legal review of the entire agreement. It was his feeling this could be accomplished fairly quickly and that a two-year (2) term might be more appropriate.

**ACTION:** A motion was made by Gary Helfrich, and seconded by Cathie Anderson to approve Resolution 2015-003 extending the Joint System Operation Agreement between OCSD, CMRPD and Russian River Utility and authorize the Board President to sign and change the eight (8) year term to two (2) years at a cost of \$4,820.00/month for the year 2015; and, thereafter, increasing the monthly charge by the California Public Utilities Commission (CPUC) cost of living increase effective each January 1 following. The agreement to be reviewed by the Board and District Counsel within the two-year time frame.

Directors Anderson, Helfrich, Larson, and Watson voted yes. Director Tominia was absent.  
The motion was approved. Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

**C. WATER SYSTEM CONSUMER CONFIDENCE REPORTS**

**DESCRIPTION:** The Consumer Confidence Rule requires public water suppliers that serve the same people year round (community water systems) to provide consumer confidence reports (CCR) to their customers. These reports are also known as annual water quality reports or drinking water quality reports and must be published to the customer by June 30 each year. Community water systems are public water systems that have at least 15 service connections or regularly serve at least 25 year-round residents.

In the past, Russian River Utility has compiled this information and included it in the water bills that are transmitted to residents/water customers. RRU has requested that this information be published on the District's website rather than in a paper/mail format. The District will incur the charges related to setting up the area in the website that will accommodate this information and possibly be responsible for it in the future. Currently, the costs are borne under the RRU contract via the customer billing system mailing.

The Board discussed the issue of providing the Consumer Confidence Reports online as well as providing the Camp Meeker community this information in a paper format. Mr. Dunton stated that Russian River Utility will assume any costs of providing the link on the District's website.

ACTION: After discussion, a motion was made by Cathie Anderson and seconded by Valery Larson that District will provide a link to the Consumer Confidence Report on its website at Russian River Utility's cost; and, further, that Russian River Utility will forward the paper reports to the community in the water bills as in the past.  
Directors Anderson, Helfrich, Larson, and Watson voted yes. Director Tominia was absent.  
The motion was approved. Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

D. VOLUNTARY DROUGHT AGREEMENT AND STATE WATER REGULATIONS

APN: 075-100-034, 075-300-004, 075-300-006, 075-300-009

DESCRIPTION: The District has received communications from the California Department of Fish and Wildlife and the State Water Resources Control Board regarding the "Voluntary Drought Initiative Request to Maintain Stream Flow for Coho Salmon in Dutch Bill and other creeks and tributaries to the Russian River. The Water Resources Control Board lists the four parcels referenced above under District ownership that it feels could participate in voluntary drought agreements.

ACTION: No action was taken.

Director Helfrich left the meeting.

E. UPDATE: RESOLUTION 2015-001: CAMP MEEKER VOLUNTEER FIRE DEPARTMENT LEASE AGREEMENT

DESCRIPTION: The District entered into a long term LAND LEASE AGREEMENT with the Camp Meeker Volunteer Fire Department (CMVFD), dated October 1, 2009. That instrument [and in particular, subparagraph 3.2] did not address apportionment of commonly used utilities. The District has taken steps to separate services (e.g. separate meters) as the most efficient way to apportion use. A proposed Amendment to the LEASE was given to the CMVFD in September of 2014, but the Fire Department has not acted upon or returned it. Therefore, on advice of counsel, that utilities must be apportioned under the LEASE; that, a Recreation & Park District is not authorized by law to provide financial support to a Fire Department; and that the CMVFD has been given adequate notice of the new billing and metering procedures that are necessary to achieve the purposes of the LEASE, counsel now recommends the matter be closed and that CMVFD be so informed. Cathie Anderson reported on the progress of the electric services installation for the District office.

ACTION: No action was taken.

F. MAINTENANCE OF THE CAMP MEEKER SIGN

DESCRIPTION: The Board will discuss ways to insure the Camp Meeker sign is maintained and possible solutions to accomplishing the tasks required to maintain the sign.

ACTION: The Board deferred discussion of this item until the June meeting.

G. RESOLUTION 2015-004: ORDERING THAT AN ELECTION BE HELD AND REQUESTING CONSOLIDATION WITH THE NOVEMBER 3, 2015 GENERAL ELECTION

DESCRIPTION: The regular biennial election of the District's Board of Directors will take place on November 3, 2015. Nominations for offices open on July 13 and close August 7.

Incumbents who fail to file during the nomination period will be eligible for a five-day extension through 5:00 p.m. on August 12. Consolidation results in the County handling all arrangements for the election and cost reduction to the District. The three incumbents are Anderson, Larson, and Watson. The offices are four-year terms beginning December 4, 2015. The Board will also confirm the District's boundaries and decide length and responsibility for Statements of Qualifications.

ACTION: A motion was made by Cathie Anderson, and seconded by Valery Larson to approve Resolution 2015-004: Ordering that an Election Be Held and Requesting Consolidation with the November 3, 2015 General Election; and, further, that the length of candidate statements be limited to 200 words with payment to be the responsibility of the candidate. The District also confirms the existing LAFCO boundaries.

Directors Anderson, Larson, and Watson voted yes. Directors Helfrich and Tominia were absent.

The motion was approved.                      Ayes: 3              Noes: 0              Abstain: 0              Absent: 2

#### 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.

Cathie Anderson stated that she would like the Board to consider hiring an individual for beach and hall cleanup.

#### X. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Cathie Anderson and seconded by Valery Larson to adjourn the May 2015 meeting of the Board of Directors of the Camp Meeker Recreation and Park District.

Directors Anderson, Larson, and Watson voted yes. Directors Tominia and Helfrich were absent.

The motion was approved.                      Ayes: 3              Noes: 0              Abstain: 0              Absent: 2

The meeting adjourned at 8:13 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

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Minutes of A Special Meeting  
Of the  
Board of Directors of the  
Camp Meeker Recreation and Park District

Tuesday, May 26, 2015, 1:30 pm  
DISTRICT OFFICE (Next to the Fire Station)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order by Lynn Watson, President, at 1:40 p.m.

II. ROLL CALL

Directors Anderson, Helfrich, Larson and Watson were present. Director Tominia was absent.

III. APPROVAL OF AGENDA

A motion was made by Cathie Anderson, and seconded by Gary Helfrich to approve the agenda as posted.

Directors Anderson, Helfrich, and Watson voted yes. Director Tominia was absent.

The motion was approved. Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

Director Larson entered the meeting at 1:45 p.m.

V. PUBLIC COMMENT

There was no public comment.

VI. ACTION ITEMS

A. RESOLUTION 2015-005: APPROVAL OF PRELIMINARY BUDGET COMMENCING JULY 1, 2015 AND ENDING JUNE 30, 2016

DESCRIPTION: The Board reviewed the preliminary budget for the fiscal year commencing July 1, 2015 and ending June 30, 2016 as presented by staff.

ACTION: A motion was made by Gary Helfrich, and seconded by Cathie Anderson to approve Resolution 2016-005: Preliminary Budget for the fiscal year commencing July 1, 2015 and ending June 30, 2016.

Directors Anderson, Helfrich, Larson, and Watson voted yes. Tominia was absent.

The motion was approved. Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

B. RESOLUTION 2015-006: ADOPTION OF APPROPRIATIONS LIMIT FOR 2015-2016

DESCRIPTION: California State law requires the District choose an appropriations (spending) limit; and the method by which the limit is determined. Traditionally, the District has used the appropriations limit calculations provided by the County of Sonoma's auditor's office. This limit applies only to the District's non-enterprise or tax dollar based funds. The County of Sonoma Auditor recommends that the District's limit be established at \$251,124 for the fiscal year ending June 30, 2016.

ACTION: After discussion, a motion was made by Cathie Anderson, and, seconded by Gary Helfrich to approve Resolution 2015-006 establishing the District's appropriation's limit for the fiscal year ending June 30, 2016 as determined by the County of Sonoma Auditor's office. Directors Anderson, Helfrich, Larson, and Watson voted yes. Tominia was absent. The motion was approved. Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

IX. DIRECTORS' REPORTS

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Director Helfrich informed the Board of feedback at the CMVFD breakfast regarding the St. Dorothy's legal issue.

X. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Cathie Anderson and seconded by Valery Larson to adjourn the May 26, 2015 meeting of the Board of Directors of the Camp Meeker Recreation and Park District. Directors Anderson, Helfrich, Larson, and Watson voted yes. Director Tominia was absent. The motion was approved. Ayes: 4 Noes: 0 Abstain: 0 Absent: 1  
The meeting adjourned at 2:26 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

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**CHERYL DORAN GIRARD**  
**CLIENT MEMORANDUM**

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**TO:** CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS  
**FROM:** CHERYL DORAN GIRARD  
**SUBJECT:** JUNE 23, 2015 WARRANTS AND FINANCIAL INFORMATION  
**DATE:** JUNE 18, 2015

Financial Statements and Warrant Detail are in the board packet following this memorandum.  
Financial data is based on the District's revenues & expenses received to date.

G2014/2015-13	Rec & Park (June 2015)	4,979.17
W2014/2015-13	Water (June 2015)	11,614.54

Cash balances are updated from all reconciled May 31 bank statements from Wells Fargo, Bank of the West and US Bank, plus funds received to date. All bank accounts and PayPal are reconciled and approved by the District's Fiscal Officer through the May 31.

Financial statements contain data available through June 17, 2015 and reflect receipt of all moneys received. The detail of the warrant requests directly is following this memo so you will be able to review individual items for each warrant request. Cash on-hand, check registers, water funds allocation, and the financial statements are placed behind the individual warrant details.

Deposits will be made to the Wells Fargo checking account and the Wells Fargo Investment account for amounts allocated for capital replacement and USDA debt fund repayment following the June 23 meeting. All funds on deposit with PayPal as of this writing have been directed to the US Bank account.

The process of year-end processing, report development, and budget development from the accounting software will be further addressed under the "Silver Client Care" plan with Soft Trac and the Silver Client Care renewal. Larry Johnson has been contacted regarding his audit needs; however, has yet to transmit the audit list.

In the event that you need to contact me, you can reach me at voicemail/office 707-545-2108, email at [admin@campmeeker.org](mailto:admin@campmeeker.org) or as a last resort via cell phone 707-696-2876.



**Camp Meeker Recreation & Park District**

Warrant #

**G2014/2015-013**

<b>Vendor</b>	<b>G/L Acct</b>	<b>Amount</b>	<b>Explanation</b>
Anderson, Cathie	5010	30.00	Dir Stipend-May 2015
Valery Larson	5010	30.00	Dir Stipend-May 2015
Wavemaker	5501	50.00	Anderson Hall Booking Plugin
Doran-Girard, Cheryl	5520	976.50	Consulting-May/June
Doran-Girard, Cheryl	5556	1,220.63	Consulting-May/June
Doran-Girard, Cheryl	5555	244.12	Consulting-May/June
US Bank	5101	141.08	Communications
US Bank	5101	149.00	Lease-Software
Camp Meeker Water System	5592	81.90	Water Services
PGE	5594	85.34	Electric Service
Perry Johnson	5550	307.50	Legal-St. Dorothy's
State Compensation Ins.	5017	1,095.00	14-15 Premium
State Compensation Ins.	5017	314.80	15-16 Pre-Deposit
Fedex Office	5426	78.35	Printing
McPhail Fuel	5591	64.95	Tank Rent-A. Hall
Lopez, Jessica	5185	110.00	Janitorial Service
Total		4,979.17	

DIRECTOR APPROVAL:

DATE:

6/23/15

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**Camp Meeker Recreation & Park District**

Warrant #

**W2014/2015-013**

<b>Vendor</b>	<b>G/L Acct</b>	<b>Amount</b>	<b>Explanation</b>
Doran-Girard, Cheryl	5520	976.50	Consulting-April/May
Doran-Girard, Cheryl	5556	1,220.62	Consulting-April/May
Doran-Girard, Cheryl	5555	244.13	Consulting-April/May
US Bank	5101	19.98	Communications
US Bank	5416	149.00	Lease-Software
Perry Johnson	5550	735.00	RRU Contract Amend
Russian River Utility	5515	8,145.39	Contract Services
Russian River Utility	5594	45.56	Electric
Fedex Office	5426	78.36	Printing

Total	11,614.54
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DIRECTOR APPROVAL:

DATE:

6/23/15

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[illegible]

**Camp Meeker Recreation & Parks District**

Check/Voucher Register - Current

1010 - Cash In Wells Fargo Bank-Operating

From 6/1/2015 Through 6/25/2015

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1206	System Generated Check/Vo...	Camp Meeker Wa...	6/23/2015	81.90
1207	System Generated Check/Vo...	Cheryl Doran-Girard	6/23/2015	4,882.50
1208	System Generated Check/Vo...	Fedex Office	6/23/2015	156.71
1209	System Generated Check/Vo...	Jessica Lopez	6/23/2015	110.00
1210	System Generated Check/Vo...	McPhail Fuel Com...	6/23/2015	64.95
1211	System Generated Check/Vo...	P G & E	6/23/2015	85.34
1212	System Generated Check/Vo...	Perry Johnson An...	6/23/2015	1,042.50
1213	System Generated Check/Vo...	Russian River Utility	6/23/2015	8,190.95
1214	System Generated Check/Vo...	State Compensati...	6/23/2015	1,409.80
1215	System Generated Check/Vo...	US Bank	6/23/2015	459.06
1216	System Generated Check/Vo...	Wavemaker Medi...	6/23/2015	50.00
1220	Board Stipend--June 2015	Cathie Anderson	6/23/2015	30.00
1221	Board Stipend--June 2015	Valery Larson	6/23/2015	30.00
1222	Property & Liability Insuranc...	Spec Dist Risk Mg...	6/23/2015	5,178.72

*Checks 1206 - 1222**\$ . 21,172.43**VOID CLS 1204 - 1205*



**Camp Meeker Recreation & Parks District**

Check/Voucher Register - Current

1030 - Cash in Bank of the West-Water

From 6/1/2015 Through 6/25/2015

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
546	Water Receipts transfer USD...	Camp Meeker Rec...	6/17/2015	6,700.00
547	BOW--Water Operations Per...	Camp Meeker Rec...	6/17/2015	10,050.00
				<hr/>
<i>Total</i>				<i>16750.00</i>

**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - Current  
1040 - Cash in US Bank-Rental Deposits/PayPal  
From 6/1/2015 Through 6/25/2015

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1013	Refund Deposit Anderson H...		6/17/2015	<u>150.00</u>
Report Total				<u><u>38,672.43</u></u>

**Camp Meeker Recreation & Parks District**

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

10 - Recreation & Park - Operating

From 7/1/2014 Through 6/25/2015

(In Whole Numbers)

		YTD Budget - Original	Current Year Actual	YTD Budget Variance - Original
	Revenue			
4001	Property Taxes-CY Secured	48,000	48,932	932
4020	Property Taxes-CY Supplemental	0	377	377
4040	Property Taxes-CY Unsecured	0	1,663	1,663
4041	Cost Reimbursement-Collect Delinquent CY Unsec	(1,000)	(34)	966
4101	Interest Pooled Cash -Sonoma County	250	6	(244)
4210	Rental Fees-Anderson Hall	7,500	6,980	(520)
4215	Rental Fees-Other	0	1,727	1,727
4220	State-Home Owner Property Tax Relief	500	215	(285)
4230	Other Sales	0	3	3
4250	Donations	0	500	500
4290	Miscellaneous Revenues	0	54	54
4295	Grant Revenue	0	1,000	1,000
4625	Transfers-Within Fund In	17,000	0	(17,000)
	Total Revenue	72,250	61,422	(10,828)
	Expenses			
5010	Director Stipend	720	870	(150)
5017	Worker Compensation Insurance	1,400	1,823	(423)
5101	Communications-Telephone	2,310	2,189	121
5105	Communications-ISP Website	250	129	121
5110	Communications-Website Other	0	35	(35)
5184	Janitorial Supplies	400	313	87
5185	Janitorial Services	1,700	735	965
5210	Insurance-Property & Liability	1,656	2,589	(933)
5301	Maintenance-Beach and Parks	750	165	585
5302	Maintenance-Bldgs & Improvements	500	95	405
5304	Maintenance-Equipment	0	49	(49)
5401	Memberships	125	70	56
5402	Marketing	0	1,542	(1,542)
5405	Miscellaneous	0	768	(768)
5410	Office Supplies	750	692	58
5415	Office Operations	0	215	(215)
5416	Lease-Accounting Software	1,935	1,341	594
5420	Training-Administrative	750	443	307
5425	Postage	400	295	105
5426	Printing Services	500	1,022	(522)
5427	Supplies	350	211	139
5428	Food	0	246	(246)
5501	Professional Fees-Web	750	1,420	(670)
5520	Administrative Services	19,800	11,712	8,088
5521	Training Costs-Other	0	191	(191)
5535	Event Promotion/Advertising	0	306	(306)
5540	LAFCO Charges	150	0	150
5550	Legal Services	15,000	10,102	4,898
5555	Professional Services-Auditor	10,086	7,301	2,785
5556	Professional Services-Accounting	3,300	9,325	(6,025)
5560	Professional Fees-Other	0	4,859	(4,859)
5570	Service Fee-PayPal	75	123	(48)
5575	Bank Service Fees	0	23	(23)

**Camp Meeker Recreation & Parks District**

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

10 - Recreation & Park - Operating

From 7/1/2014 Through 6/25/2015

(In Whole Numbers)

		<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
5576	Property Tax Administration Fee	0	704	(704)
5590	Gas and Oil	1,750	891	859
5591	Equipment Rentals	0	647	(647)
5592	Water and Sewer	750	1,008	(258)
5594	Utilities	1,000	1,012	(12)
8516	Maintenance & Repair	5,000	0	5,000
9001	Contingency	<u>93</u>	<u>0</u>	<u>93</u>
	Total Expenses	<u>72,250</u>	<u>65,460</u>	<u>6,790</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
40 - Recreation & Parks - Water Operations  
From 7/1/2014 Through 6/25/2015  
(In Whole Numbers)

		YTD Budget - Original	Current Year Actual	YTD Budget Variance - Original
Revenue				
4010	Direct Charges-Current Year	122,000	71,006	(50,994)
4015	Direct Charges-CY Secured-July	0	48,159	48,159
4061	Direct Charges -Prior Year	0	1,223	1,223
4101	Interest Pooled Cash -Sonoma County	250	8	(242)
4110	Interest Earned-Wells Fargo Bank	0	234	234
4310	Sales of Water-Residential	220,000	195,786	(24,214)
4625	Transfers-Within Fund In	30,000	0	(30,000)
	Total Revenue	372,250	316,416	(55,834)
Expenses				
5101	Communications-Telephone	990	36	954
5105	Communications-ISP Website	250	63	187
5110	Communications-Website Other	0	35	(35)
5185	Janitorial Services	0	25	(25)
5210	Insurance-Property & Liability	3,862	2,589	1,273
5401	Memberships	125	70	56
5402	Marketing	0	19	(19)
5405	Miscellaneous	0	54	(54)
5410	Office Supplies	500	789	(289)
5415	Office Operations	500	166	334
5416	Lease-Accounting Software	1,935	1,341	594
5420	Training-Administrative	750	443	307
5425	Postage	150	43	107
5426	Printing Services	500	689	(189)
5428	Food	0	29	(29)
5501	Professional Fees-Web	750	255	495
5515	Contract Services-Water Operations	95,000	84,395	10,605
5520	Administrative Services	14,500	12,121	2,379
5521	Training Costs-Other	0	191	(191)
5540	LAFCO Charges	545	0	545
5550	Legal Services	15,000	7,638	7,362
5555	Professional Services-Auditor	11,004	7,301	3,703
5556	Professional Services-Accounting	7,700	8,315	(615)
5560	Professional Fees-Other	0	1,228	(1,228)
5565	Fiscal Agent Fees	300	0	300
5575	Bank Service Fees	0	(2)	2
5576	Property Tax Administration Fee	0	1,071	(1,071)
5585	Public/Legal Notices	500	315	185
5587	Water System Fees-State	2,500	2,369	131
5592	Water and Sewer	0	45	(45)
5594	Utilities	3,000	2,991	9
8511	Maintenance & Repair	0	3,518	(3,518)
8516	Maintenance & Repair	0	1,532	(1,532)
8565	Equipment 2	5,000	0	5,000
8625	Tfr Within Fnd-Out	205,690	0	205,690
9001	Contingency	1,199	0	1,199
	Total Expenses	372,250	139,673	232,577

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
50 - Recreation & Parks - Water Capital  
From 7/1/2014 Through 6/25/2015  
(In Whole Numbers)

		<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
	Revenue			
4110	Interest Earned-Wells Fargo Bank	0	1,587	1,587
4625	Transfers-Within Fund In	<u>15,000</u>	<u>0</u>	<u>(15,000)</u>
	Total Revenue	<u>15,000</u>	<u>1,587</u>	<u>(13,413)</u>
	Expenses			
8516	Maintenance & Repair	5,000	0	5,000
8625	Tfr Within Fnd-Out	<u>30,000</u>	<u>0</u>	<u>30,000</u>
	Total Expenses	<u>35,000</u>	<u>0</u>	<u>35,000</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
60 - Recreation & Parks-DWR E58237  
From 7/1/2014 Through 6/25/2015  
(In Whole Numbers)

		<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	0	105	105
4625	Transfers-Within Fund In	<u>97,077</u>	<u>0</u>	<u>(97,077)</u>
	Total Revenue	<u>97,077</u>	<u>105</u>	<u>(96,972)</u>
	Expenses			
7910	Long Term Debt-Principal	76,888	78,053	(1,165)
7911	Long Term Debt-Interest	<u>20,189</u>	<u>19,025</u>	<u>1,164</u>
	Total Expenses	<u>97,077</u>	<u>97,077</u>	<u>(0)</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
61 - Recreation & Park - Reserve DWR E58237  
From 7/1/2014 Through 6/25/2015  
(In Whole Numbers)

		<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	0	286	286
	Total Revenue	<u>0</u>	<u>286</u>	<u>286</u>



**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
70 - Recreation & Park - USDA Debt Fund  
From 7/1/2014 Through 6/25/2015  
(In Whole Numbers)

		<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
	Revenue			
4290	Miscellaneous Revenues	<u>93,613</u>	<u>0</u>	<u>(93,613)</u>
	Total Revenue	<u>93,613</u>	<u>0</u>	<u>(93,613)</u>
	Expenses			
7910	Long Term Debt-Principal	<u>29,500</u>	<u>29,500</u>	<u>0</u>
7911	Long Term Debt-Interest	<u>64,113</u>	<u>64,097</u>	<u>16</u>
	Total Expenses	<u>93,613</u>	<u>93,597</u>	<u>16</u>

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

**June 17, 2015**

**RE: CAMP MEEKER PAST DUE ACCOUNTS**

- **Accounts 8, 9, 19, 60, 68, 70, 90, 92, 96, 105, 107, 129, 146, 164, 165, 172, 174, 182, 186, 207, 221, 224, 252, 262, 270, 278, 281, 295, 304, 307, 355:** Past due notices will be sent on June 24 and lock off is scheduled for July 9, 2105.
- **Account 152:** Service will be locked off on June 17, 2015.

CAMP MEEKER RECREATION AND PARK DISTRICT							
PAST DUE REPORT							
						Jun-15	
ACCT #	CURRENT	1 - 30.	31 - 60	61+	LAST PAYMENT		TOTAL
6	49.78	2.42			155.00	5/20/15	52.20
8	70.09	82.28			59.00	5/12/15	152.37
9	44.75	40.54			40.88	4/28/15	85.29
19	56.98	43.53			160.00	4/10/15	100.51
22	48.02	3.28			92.30	5/27/15	51.30
25	40.19	3.89			75.89	4/3/15	44.08
50	44.26	0.64			91.00	5/22/15	44.90
60	49.87	44.90			90.85	5/12/15	94.77
68	74.83	151.58			150.00	5/26/15	226.41
70	44.51	41.71			95.00	5/6/15	86.22
90	43.28	40.08			40.19	4/28/15	83.36
92	47.85	48.54	0.06		44.00	5/12/15	96.45
96	41.16	40.00			40.00	4/24/15	81.16
105	46.36	48.42			90.77	5/6/15	94.78
107	66.46	61.51			195.89	2/23/15	127.97
117	43.57	9.41			41.00	5/20/15	52.98
129	45.22	42.88			2.11	5/22/15	88.10
144	44.97	1.31			45.06	5/26/15	46.28
146	43.01	34.29			52.00	5/27/15	77.30
152	51.99	49.21	49.79		100.00	4/14/15	150.99
164	42.56	39.99			79.78	4/24/15	82.55
165	45.73	41.76			44.90	4/21/15	87.49
172	52.69	58.54			74.82	5/6/15	111.23
174	49.74	49.58			44.66	4/24/15	99.32
182	51.45	40.99			100.00	5/1/15	92.44
186	46.14	41.90			46.38	4/28/15	88.04
207	44.74	44.76			43.34	4/28/15	89.50
221	53.48	46.94			111.63	4/21/15	100.42
224	42.79	35.02			100.00	3/17/15	77.81
252	50.55	51.32			50.76	5/18/15	101.87
262	44.87	18.68			59.00	11/18/14	63.55
270	65.47	57.35			50.85	4/28/15	122.82
276	46.18	1.68			90.00	4/21/15	47.86
278	42.10	42.00			82.00	5/4/15	84.10
281	46.38	41.92			41.00	4/28/15	88.30
295	47.74	28.74			100.00	6/16/15	76.48
304	42.13	42.53			44.60	5/18/15	84.66
307	42.14	42.83			56.54	5/12/15	84.97
317	49.08	0.56			108.09	5/27/15	49.64
350	73.68	3.50			70.00	6/2/15	77.18
355	70.17	52.44			65.00	5/29/15	122.61
	2,046.96	1,573.45	49.85	0			3,670.26
			BILLING REGISTER INFORMATION 5/31/15				
			WATER	\$2,742.27	CURRENT CHARGES		\$17,574.54
			SVC CHG	\$14,515.00	PAST DUE		\$1,286.37
			FIRE SVC	\$60.00	OVERPAY/PREPAY		\$13,241.48
			RECONN				
			ADJ	-\$23.22			
			LATE CHGS*	\$270.49	TOTAL RECEIVABLES		\$5,619.43
			Total Receivables		13,562.03		
			Accounts Listed		41		

CAMP MEEKER RECREATION AND PARK DISTRICT										
WATER SALES 2015										
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	363	JAN	1,234,800	471,100	763,700	744,420	61.85	2.52		
Union Park	369									
Alliance Master	363	FEB	1,278,000	466,500	811,500	662,220	63.50	18.39		
Union Park	369									
Alliance Master	363	MARCH	1,254,000	505,300	748,700	691,670	59.70	7.61		
Union Park	369									
Alliance Master	363	APRIL	1,519,300	491,700	1,027,600	859,620	67.63	16.34		
Union Park	369									
Alliance Master	363	MAY	1,524,600	534,400	990,200	833,170	64.95	15.85		
Union Park	369									
Alliance Master	363	JUNE								
Union Park	369									
Alliance Master	363	JULY								
Union Park	369									
Alliance Master	363	AUG								
Union Park	369									
Alliance Master	363	SEPT								
Union Park	369									
Alliance Master	363	OCT								
Union Park	369									
Alliance Master	363	NOV								
Union Park	369									
Alliance Master	363	DEC								
Union Park	369									
TOTAL 2015										
Total 2014			19,271,400	7141400	12,130,000	10,964,120	65.38	9.38		
Total 2013			20,172,800	7044100	13,128,700	11,884,410	65.08	9.48		
Total 2012			20,424,200	6,667,800	13,756,400	12,470,220	67.35	9.35		
Total 2011			19,307,170	5,925,900	13,381,200	11,916,240	69.77	10.95	OCSD Loss 8.29%	
Total 2010			20,013,990	6,461,400	13,552,500	12,579,240	67.77	7.18	OCSD Loss 12.37%	
Total 2009			21,003,900	6,427,000	14,576,900	13,189,380	69.40	8.26	OCSD Loss 7.78%	
Total 2008			23,183,499	9,129,300	14,054,199	13,184,640	60.62	6.19	OCSD Loss 16.07%	
Total 2007			22,786,000	6,904,600	15,845,400	14,103,260	69.54	11.17	OCSD Loss 10.30%	

CAMP MEEKER RECREATION AND PARK DISTRICT						Jun-15
EXCEPTIONAL USAGE BASED ON AUG 2014 MEDIAN 2,945						
ACCT #	USE					
250	2,950					
169	2,960					
343	3,000					
347	3,010					
246	3,070					
160	3,110					
178	3,110					
136	3,120					
198	3,140					
29	3,170					
149	3,180					
131	3,190					
244	3,210					
42	3,230					
319	3,230					
276	3,270					
260	3,280					
306	3,280					
196	3,290					
291	3,360					
60	3,390					
258	3,390					
194	3,400					
354	3,410					
362	3,410					
92	3,420					
267	3,420					
345	3,420					
213	3,460					
172	3,470					
274	3,510					
141	3,570					
173	3,620					
233	3,660					
335	3,670					
341	3,730					
243	3,740					
275	3,760					
62	3,790					
156	3,820					
37	3,830					
167	3,860					
293	3,890					
230	3,900					
277	3,940					
288	3,990					
79	4,010					
279	4,010					
359	4,010					
317	4,050					
95	4,130					

CAMP MEEKER RECREATION AND PARK DISTRICT						
EXCEPTIONAL USAGE BASED ON AUG 2014 MEDIAN 2,945						
ACCT #	USE					
3	4,240					
54	4,320					
143	4,330					
5	4,340					
297	4,400					
132	4,420					
365	4,540					
346	4,550					
35	4,590					
22	4,640					
201	4,640					
218	4,640					
303	4,680					
259	4,780					
325	4,780					
182	4,820					
15	4,830					
125	4,830					
285	4,830					
109	4,840					
13	4,870					
332	4,910					
307	4,990					
110	5,050					
34	5,060					
336	5,080					
72	5,100					
163	5,110					
81	5,120					
91	5,220					
38	5,270					
113	5,340					
94	5,410					
228	5,480					
366	5,530					
116	5,560					
290	5,570					
28	5,580					
358	5,600					
322	5,610					
140	5,640					
183	5,800					
193	5,840					
187	6,030					
314	6,070					
121	6,250					
137	6,290					
170	6,340					
117	6,450					
142	6,660					
108	6,800					

CAMP MEEKER RECREATION AND PARK DISTRICT						
EXCEPTIONAL USAGE BASED ON AUG 2014 MEDIAN 2,945						
ACCT #	USE					
329	6,840					
20	6,920					
367	7,010					
251	7,040					
103	7,200					
122	7,200					
222	7,200					
174	7,310					
50	7,340					
337	7,540					
220	7,570					
61	7,710					
10	7,790					
270	7,970					
203	8,000					
180	8,110					
19	8,220					
87	8,580					
155	9,420					
328	9,750					
265	9,980					
316	11,000					
126	11,140					
6	11,150					
8	11,200					
326	11,810					
12	12,810					
100	12,870					
7	13,180					
318	13,560					
355	13,900					
344	13,930					
4	15,380					
342	15,780					
69	16,120					
118	16,840					
53	18,560					
348	21,410					
58	22,890					
2	44,540					
225	104,160					
96	127,260					
	1,147,700					

CAMP MEEKER RECREATION AND PARK DISTRICT - MEDIAN USE AUG 2014						
ACCT #	USE	WATER CHG	SVC CHG			Jun-15
119	650	1.30	40.00			
227	710	1.42	40.00			
82	730	1.46	40.00			
282	730	1.46	40.00			
114	760	1.52	40.00			
130	760	1.52	40.00			
146	770	1.54	40.00			
41	820	1.64	40.00			
75	820	1.64	40.00			
45	910	1.82	40.00			
214	910	1.82	40.00			
266	910	1.82	40.00			
284	910	1.82	40.00			
207	920	1.84	40.00			
21	930	1.86	40.00			
272	940	1.88	40.00			
338	940	1.88	40.00			
212	950	1.90	40.00			
124	960	1.92	40.00			
248	960	1.92	40.00			
88	970	1.94	40.00			
236	990	1.98	40.00			
128	1,000	2.00	40.00			
139	1,010	2.02	40.00			
166	1,020	2.04	40.00			
253	1,020	2.04	40.00			
133	1,030	2.06	40.00			
57	1,050	2.10	40.00			
74	1,060	2.12	40.00			
197	1,060	2.12	40.00			
223	1,080	2.16	40.00			
56	1,100	2.20	40.00			
313	1,100	2.20	40.00			
67	1,110	2.22	40.00			
302	1,130	2.26	40.00			
245	1,140	2.28	40.00			
135	1,210	2.42	40.00			
148	1,230	2.46	40.00			
25	1,270	2.54	40.00			
83	1,280	2.56	40.00			
184	1,290	2.58	40.00			
323	1,290	2.58	60.00			
107	1,340	2.68	60.00			
171	1,350	2.70	40.00			
202	1,380	2.76	40.00			
242	1,380	2.76	40.00			
70	1,390	2.78	40.00			
199	1,400	2.80	40.00			
195	1,410	2.82	40.00			
78	1,420	2.84	40.00			
129	1,440	2.88	40.00			
234	1,440	2.88	40.00			
97	1,450	2.90	40.00			
263	1,450	2.90	40.00			
241	1,490	2.98	40.00			
52	1,510	3.02	40.00			
47	1,550	3.10	40.00			
287	1,550	3.10	40.00			



CAMP MEEKER RECREATION AND PARK DISTRICT - MEDIAN USE AUG 2014						
ACCT #	USE	WATER CHG	SVC CHG			
208	1,570	3.14	40.00			
255	1,570	3.14	40.00			
299	1,570	3.14	40.00			
115	1,590	3.18	40.00			
101	1,610	3.22	40.00			
191	1,610	3.22	40.00			
205	1,630	3.26	40.00			
229	1,660	3.32	40.00			
292	1,670	3.34	40.00			
86	1,690	3.38	40.00			
321	1,720	3.44	40.00			
164	1,740	3.48	40.00			
232	1,750	3.50	40.00			
204	1,760	3.52	40.00			
43	1,770	3.54	40.00			
66	1,780	3.56	40.00			
36	1,800	3.60	40.00			
219	1,800	3.60	40.00			
11	1,830	3.66	40.00			
247	1,830	3.66	40.00			
209	1,840	3.68	40.00			
145	1,870	3.74	40.00			
127	1,890	3.78	40.00			
349	1,910	3.82	40.00			
226	1,920	3.84	40.00			
231	1,940	3.88	40.00			
186	1,960	3.92	40.00			
206	1,960	3.92	40.00			
68	1,970	3.94	40.00			
280	1,970	3.94	40.00			
48	1,990	3.98	40.00			
98	1,990	3.98	40.00			
210	2,000	4.00	40.00			
150	2,040	4.08	40.00			
89	2,050	4.10	40.00			
64	2,090	4.18	40.00			
158	2,100	4.20	40.00			
268	2,110	4.22	40.00			
304	2,110	4.22	40.00			
296	2,120	4.24	40.00			
18	2,130	4.26	40.00			
39	2,130	4.26	40.00			
301	2,140	4.28	40.00			
105	2,190	4.38	40.00			
330	2,190	4.38	40.00			
99	2,200	4.40	40.00			
269	2,200	4.40	40.00			
262	2,230	4.46	40.00			
31	2,270	4.54	40.00			
239	2,290	4.58	40.00			
310	2,290	4.58	40.00			
273	2,310	4.62	40.00			
249	2,330	4.66	40.00			
286	2,340	4.68	40.00			
161	2,350	4.70	40.00			
308	2,360	4.72	40.00			
240	2,370	4.74	40.00			
283	2,370	4.74	40.00			
192	2,420	4.84	40.00			

CAMP MEEKER RECREATION AND PARK DISTRICT - MEDIAN USE AUG 2014						
ACCT #	USE	WATER CHG	SVC CHG			
333	2,440	4.88	40.00			
46	2,460	4.92	40.00			
33	2,470	4.94	40.00			
305	2,470	4.94	40.00			
23	2,530	5.06	40.00			
254	2,530	5.06	40.00			
175	2,540	5.08	60.00			
84	2,560	5.12	40.00			
30	2,570	5.14	40.00			
151	2,600	5.20	40.00			
144	2,630	5.26	40.00			
165	2,630	5.26	40.00			
185	2,630	5.26	40.00			
256	2,640	5.28	40.00			
102	2,650	5.30	40.00			
312	2,700	5.40	40.00			
177	2,790	5.58	40.00			
324	2,800	5.60	40.00			
215	2,830	5.66	40.00			
264	2,840	5.68	40.00			
123	2,870	5.74	55.00			
134	2,870	5.74	40.00			
281	2,900	5.80	40.00			
152	2,920	5.84	40.00			
261	2,920	5.84	40.00			
168	2,930	5.86	40.00			
252	2,940	5.88	40.00	MEDIAN		
250	2,950	5.90	40.00			
169	2,960	5.92	40.00			
343	3,000	6.00	40.00			
347	3,010	6.02	40.00			
246	3,070	6.14	40.00			
160	3,110	6.22	40.00			
178	3,110	6.22	40.00			
136	3,120	6.24	40.00			
198	3,140	6.28	40.00			
29	3,170	6.34	40.00			
149	3,180	6.36	40.00			
131	3,190	6.38	40.00			
244	3,210	6.42	40.00			
42	3,230	6.46	40.00			
319	3,230	6.46	40.00			
276	3,270	6.54	40.00			
260	3,280	6.56	40.00			
306	3,280	6.56	40.00			
196	3,290	6.58	40.00			
291	3,360	6.72	40.00			
60	3,390	6.78	40.00			
258	3,390	6.78	40.00			
194	3,400	6.80	40.00			
354	3,410	6.82	40.00			
362	3,410	6.82	40.00			
92	3,420	6.84	40.00			
267	3,420	6.84	40.00			
345	3,420	6.84	80.00			
213	3,460	6.92	40.00			
172	3,470	6.94	40.00			
274	3,510	7.02	40.00			
141	3,570	7.14	40.00			

CAMP MEEKER RECREATION AND PARK DISTRICT - MEDIAN USE AUG 2014					
ACCT #	USE	WATER CHG	SVC CHG		
173	3,620	7.24	40.00		
233	3,660	7.32	40.00		
335	3,670	7.34	40.00		
341	3,730	7.46	40.00		
243	3,740	7.48	40.00		
275	3,760	7.52	60.00		
62	3,790	7.58	40.00		
156	3,820	7.64	40.00		
37	3,830	7.66	40.00		
167	3,860	7.72	40.00		
293	3,890	7.78	40.00		
230	3,900	7.80	40.00		
277	3,940	7.88	40.00		
288	3,990	7.98	40.00		
79	4,010	8.02	40.00		
279	4,010	8.02	40.00		
359	4,010	8.02	40.00		
317	4,050	8.10	40.00		
95	4,130	8.26	40.00		
147	4,130	8.26	40.00		
3	4,240	8.48	40.00		
54	4,320	8.64	40.00		
143	4,330	8.66	40.00		
5	4,340	8.68	40.00		
297	4,400	8.80	40.00		
132	4,420	8.84	40.00		
365	4,540	9.08	65.00		
346	4,550	9.10	40.00		
35	4,590	9.18	40.00		
22	4,640	9.28	40.00		
201	4,640	9.28	40.00		
218	4,640	9.28	60.00		
303	4,680	9.36	40.00		
259	4,780	9.56	40.00		
325	4,780	9.56	40.00		
182	4,820	9.64	40.00		
15	4,830	9.66	40.00		
125	4,830	9.66	40.00		
285	4,830	9.66	40.00		
109	4,840	9.68	40.00		
13	4,870	9.74	40.00		
332	4,910	9.82	40.00		
307	4,990	9.98	40.00		
110	5,050	10.38	40.00		
34	5,060	10.45	40.00		
336	5,080	10.60	40.00		
72	5,100	10.75	40.00		
163	5,110	10.83	40.00		
81	5,120	10.90	40.00		
91	5,220	11.65	40.00		
38	5,270	12.03	40.00		
113	5,340	12.55	40.00		
94	5,410	13.08	40.00		
228	5,480	13.60	40.00		
366	5,530	13.98	40.00		
116	5,560	14.20	40.00		
290	5,570	14.28	40.00		
28	5,580	14.35	40.00		
358	5,600	14.50	40.00		

CAMP MEEKER RECREATION AND PARK DISTRICT - MEDIAN USE AUG 2014						
ACCT #	USE	WATER CHG	SVC CHG			
322	5,610	14.58	40.00			
140	5,640	14.80	40.00			
183	5,800	16.00	40.00			
193	5,840	16.30	40.00			
187	6,030	17.73	40.00			
314	6,070	18.03	40.00			
121	6,250	19.38	40.00			
137	6,290	19.68	60.00			
170	6,340	20.05	40.00			
117	6,450	20.88	40.00			
142	6,660	22.45	40.00			
108	6,800	23.50	40.00			
329	6,840	23.80	40.00			
20	6,920	24.40	40.00			
367	7,010	25.08	40.00			
251	7,040	25.30	40.00			
103	7,200	26.50	40.00			
122	7,200	26.50	40.00			
222	7,200	26.50	40.00			
174	7,310	27.33	40.00			
50	7,340	27.55	40.00			
337	7,540	29.05	40.00			
220	7,570	29.28	60.00			
61	7,710	30.33	40.00			
10	7,790	30.93	60.00			
270	7,970	32.28	40.00			
203	8,000	32.50	40.00			
180	8,110	33.33	40.00			
19	8,220	34.15	40.00			
87	8,580	36.85	40.00			
155	9,420	43.15	40.00			
328	9,750	45.63	40.00			
265	9,980	47.35	40.00			
316	11,000	62.50	40.00			
126	11,140	64.60	40.00			
6	11,150	64.75	40.00			
8	11,200	65.50	40.00			
326	11,810	74.65	40.00			
12	12,810	89.65	40.00			
100	12,870	90.55	60.00			
7	13,180	95.20	40.00			
318	13,560	100.90	60.00			
355	13,900	106.00	40.00			
344	13,930	106.45	40.00			
4	15,380	132.00	60.00			
342	15,780	142.00	60.00			
69	16,120	150.50	40.00			
118	16,840	168.50	55.00			
53	18,560	211.50	40.00			
348	21,410	282.75	40.00			
58	22,890	319.75	40.00			
2	44,540	1,151.80	40.00			
225	104,160	3,834.70	40.00			
96	127,260	4,874.20	40.00			
	<b>1,405,760</b>	<b>14,353.17</b>	<b>11,895.00</b>			
	2,945 = MEDIAN					

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**CHERYL DORAN GIRARD  
CLIENT MEMORANDUM**

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**TO:** CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS

**FROM:** CHERYL DORAN GIRARD

**SUBJECT:** JUNE 23, 2015 RESOLUTION 2015-007: DUE TO WATER FUND FROM R&P FUND

**DATE:** JUNE 18, 2015

On March 18, 2014 the Board, by motion, decided to separate its financial activities from the County of Sonoma as a means of reducing costs and in the face of an overwhelming increase in charges from the County due to its implementation/cost sharing of its new EFS accounting system. To insure that the District's establishment and implementation of an in-house accounting function met appropriate legal, administrative and reporting needs various costs were incurred for legal research/services, governmental accounting/banking research, and software/computer needs. These costs were shared between the Recreation and Park fund and the Water fund equally; however, due to cash limitations in the Recreation and Park fund were paid from the Water fund. Audited financial statements at June 30, 2014 determined that \$23,887.00 is due to the Water fund from Recreation and Park fund.

Larry Johnson, District Independent CPA, has advised that it is necessary that the Board take action relative to a repayment process for this amount prior to the conclusion of the present fiscal year at June 30, 2015; therefore, possible options are presented below:

1. Allow the \$23,887.00 to "float" and review at June 30, 2016;
2. Repay over an extended time at the rate of interest earned by the Wells Fargo Investment Account. For example, \$4,800/year at .003% or whatever rate the Board determines appropriate;
3. Repay in full from the Rec and Park Capital fund. This would leave the R&P Capital fund with no resource for extraordinary expenses that might occur at Anderson Hall or other District facilities;
4. Other Board recommendation.

In the event that you need to contact me, you can reach me at voicemail/office 707-545-2108, email at [admin@campmeeker.org](mailto:admin@campmeeker.org) or as a last resort via cell phone 707-696-2876.



CAMP MEEKER RECREATION & PARK DISTRICT  
BOARD OF DIRECTORS  
RESOLUTION 2015-007 IN REGARD TO  
AMOUNTS TO FROM THE  
RECREATION AND PARK FUND  
TO  
THE WATER FUND AT  
JUNE 30, 2014

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WHEREAS, the Camp Meeker Recreation and Park District Board of Directors met on March 18, 2014; and,  
WHEREAS, the Board decided, by motion, to separate its financial activities from the County of Sonoma due to projected overwhelming increases in costs for County services;  
AND, WHEREAS, the shared costs of implementation of establishing an in-house accounting function were paid from the water fund creating a year-end amount due to the water fund by the Recreation and Park fund of \$23,887.00  
NOW THEREFORE, the Camp Meeker Recreation and Park District Board of Directors has determined the repayment process as follows:

- ( ) Allow the \$23,887.00 to "float" and review at June 30, 2016;
- ( ) Repay over an extended time at the rate of interest earned by the Wells Fargo Investment Account. For example, \$4,800/year at .003% or whatever rate the Board determines appropriate;
- ( ) Repay in full from the Rec and Park Capital fund. This would leave the R&P Capital fund with no resource for extraordinary expenses that might occur at Anderson Hall or other District facilities;
- ( ) Other per Board recommendation:

\_\_\_\_\_  
\_\_\_\_\_.

Anderson \_\_\_\_ Helfrich \_\_\_\_ Larson

Tominia \_\_\_\_ Watson

AYES: \_\_\_\_ NOES: \_\_\_\_ ABSTAIN: \_\_\_\_ ABSENT: \_\_\_\_

ATTESTED:

\_\_\_\_\_  
Catherine J. Anderson, Secretary/Treasurer

June 23, 2015

**CAMP MEEKER RECREATION AND PARK DISTRICT**  
**STATEMENT OF NET POSITION**  
**June 30, 2014**

	<u>Governmental Activities</u>	<u>Business-Type Activity</u>	<u>Total</u>
<b>ASSETS:</b>			
Current Assets			
Cash in County Treasury	\$ 2,229	\$ 4,616	\$ 6,845
Cash in Banks	53,594	18,634	72,228
Accounts Receivable (Net)	-	23,624	23,624
Direct Charges Receivable	-	3,346	3,346
Interest Receivable	-	-	-
Due (To)/ From Other Funds	(23,887)	23,887	-
Total Current Assets	<u>31,936</u>	<u>74,107</u>	<u>106,043</u>
Non-Current Assets			
Restricted Cash In Treasury	-	162,261	162,261
Restricted Cash in Banks	-	1,099,010	1,099,010
Total Non-Current Assets	<u>-</u>	<u>1,261,271</u>	<u>1,261,271</u>
Capital Assets:			
Land	238,773	82,958	321,731
Water System & Pipeline	-	5,375,425	5,375,425
Buildings & Improvements	555,995	-	555,995
Equipment	21,081	34,312	55,393
	<u>815,849</u>	<u>5,492,695</u>	<u>6,308,544</u>
Less: Accumulated Depreciation	(196,120)	(1,415,514)	(1,611,634)
Total Capital Assets, Net of Accum. Deprec.	<u>619,729</u>	<u>4,077,181</u>	<u>4,696,910</u>
Total Assets	<u>\$ 651,665</u>	<u>\$ 5,412,559</u>	<u>\$ 6,064,224</u>
<b>LIABILITIES</b>			
Current Liabilities			
Accounts Payable	\$ 4,583	\$ 11,940	\$ 16,523
Water Fees Paid In Advance	-	14,030	14,030
Interest Payable	-	29,724	29,724
Long Term Debt- Due Within One Year	-	107,532	107,532
Total Current Liabilities	<u>4,583</u>	<u>163,226</u>	<u>167,809</u>
Non-Current Liabilities:			
Long Term Debt- Due Beyond One Year	-	1,903,834	1,903,834
Total Liabilities	<u>\$ 4,583</u>	<u>\$ 2,067,060</u>	<u>\$ 2,071,643</u>
<b>NET POSITION</b>			
Invested in Capital Assets, Net of Related Debt	\$ -	\$ 2,065,815	2,065,815
Restricted for Debt Service	-	325,318	325,318
Restricted for Capital Projects	-	935,953	935,953
Unrestricted (Deficit)	647,082	18,413	665,495
Total Net Position	<u>\$ 647,082</u>	<u>\$ 3,345,499</u>	<u>\$ 3,992,581</u>

The accompanying notes are an integral part of the financial statements

**RESOLUTION NO. 2015-008**

**CAMP MEEKER RECREATION AND PARK DISTRICT**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CAMP MEEKER RECREATION AND PARK DISTRICT  
APPROVING INSURANCE COVERAGE LIMITATIONS & PREMIUM PAYMENT  
FOR YEAR 2015-2016**

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Be it resolved that the Board of Directors of the Camp Meeker Recreation & Park District has reviewed coverage limitations, selects coverage limits of \$5 million dollars and authorizes payment to the Special District Risk Management Authority in the amount of \$5,178.72.

It is hereby certified that the foregoing Resolution was duly introduced and legally adopted by the Board of Directors of the Camp Meeker Recreation and Park District during a meeting held on the 23<sup>rd</sup> day of June 2015.

**DIRECTORS**

WATSON \_\_\_\_\_ ANDERSON \_\_\_\_\_ HELFRICH \_\_\_\_\_

LARSON \_\_\_\_\_ TOMINIA \_\_\_\_\_

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_

**SO ORDERED**

Attested

June 23, 2015

\_\_\_\_\_  
Catherine J. Anderson,  
Secretary-Treasurer



May 21, 2015

Ms. Cheryl Doran-Girard  
Administrator  
Camp Meeker Recreation and Park District  
Post Office Box 461  
Camp Meeker, California 95419-0461

Dear Ms. Doran-Girard:

On behalf of the Special District Risk Management Authority (SDRMA) Board of Directors we are pleased to announce in February 2015, the Board took action keeping rates flat for the Property/Liability Program for 2015-16! **This will be the sixth year in a row with no rate increases.** Your agency's annual contribution amount may vary from 2014-15 as a result of any coverage limit changes, scheduled item additions/deletions and Credit Incentive Program (CIP) points earned.

Enclosed is your agency's 2015-16 invoice which includes the total annual contribution amount for the Property/Liability Package Program and other optional coverages selected by your agency. The current Limit of Liability coverage selected by your agency is indicated on the invoice. Optional higher or lower limits for excess coverage limits are offered again this year – base coverage limit options are \$2.5 million, \$5 million or \$10 million. Additional outside limits above \$10 million are available upon request. These limits apply to general liability, auto liability, employment practices liability, employee benefits liability and public officials errors and omissions coverages.

**If your agency would like a quote to increase or decrease its Limit of Liability, you must notify SDRMA in writing no later than June 15, 2015 for such change to take effect at the start of the program year July 1, 2015. Requested changes received after June 15, 2015 will not be able to be processed due to our excess carrier requirements and deadlines.**

**Important Coverage Enhancement – For 2015-16, we have increased the Employee and Public Officials Dishonesty coverage limits from \$400,000 to \$1,000,000 at no cost to your agency!** If your agency was previously paying extra for an increased crime coverage limit, you will no longer be billed separately for that limit.

For members belonging to both SDRMA Property/Liability and Workers' Compensation programs, a 5% *Multi-Program Discount* has been deducted from the invoice total and is noted in the line above *Total Contribution Amount*. In addition, a \$150 credit has been applied if your agency used MemberPlus Online™ to complete and submit your 2015-16 Renewal Questionnaire by the deadline.

To ensure accurate and timely processing of your coverages, **please return the green remittance copy along with your payment by July 15, 2015 for the total contribution amount shown on the invoice.** Late payments received after August 15, 2015 will accrue interest. Please do not hesitate to contact us at 800.537.7790 or [memberplus\\_accounts@sdurma.org](mailto:memberplus_accounts@sdurma.org) if you have any questions about your coverages.

Sincerely,  
Special District Risk Management Authority

A handwritten signature in blue ink that reads "Gregory S. Hall".

Gregory S. Hall, ARM  
Chief Executive Officer

Enclosures: 2015-16 SDRMA Property/Liability Package Program Invoice, 2014-15 Credit Incentive Program (CIP) Points Earned and 2015-16 CIP Criteria



## Property/Liability Package Program Invoice

Program Year 2015-16

### Camp Meeker Recreation and Park District

Post Office Box 461  
Camp Meeker, California 95419-0461

Invoice Date: 05/20/2015

Invoice Number: 51196

Member Number: 7045

#### Property/Liability Package

Property	\$887.64
Coverage for reported values (including contents): \$672,000	
Floater / Mobile Equipment	\$170.93
Coverage for reported value of \$19,000	
Auto Liability	\$45.00
Coverage for 0 reported vehicle(s)	
General Liability	\$3,334.89
Services: Parks/Recreation, Streetlighting, Water	
Certificates: 1 Non-Member Certificate(s)	

Items included in the Program Package at no additional cost:

Boiler & Machinery, Employee and Public Officials Dishonesty, Errors & Omissions

Gross Package Contribution	\$4,438.46
CIP Credit	-\$166.74
Longevity Distribution Credit	-\$518.00
MemberPlus Online RQ Bonus	-\$150.00
<b>Property/Liability Package Subtotal</b>	<b>\$3,603.72</b>

#### Other Coverages/Charges

Auto Comp / Collision	\$0.00
Coverage for 0 reported vehicle(s)	
Trailers	\$0.00
Coverage for reported value of \$0	
Excess Liability	\$1,575.00
Liability Limit Increased to: \$5M	
<b>Other Coverages/Charges Subtotal</b>	<b>\$1,575.00</b>
<b>5% Multi-Program Discount</b>	<b>\$0.00</b>

### Total Contribution Amount Due by July 15

**\$5,178.72**

Current Limit of Liability is \$5M for G/L, A/L, and E&O (excluding any additional liability limits)

Please pay in full by the due date if not, a late charge of one percent (1%) per month, twelve (12%) per annum, will be assessed on all sums past due. Imposition of this charge does not extend the due date for payment. If your agency would like a quote to increase or decrease its Limit of Liability, you must contact SDRMA Member Services no later than June 15 so that any coverage changes take effect at the start of the program year on July 1.

Return GREEN COPY with your payment. For questions about this Invoice, please call Shawn Vang

Special District Risk Management Authority  
1112 I Street Suite 300, Sacramento, California 95814-2865  
Tel 916.231.4141 or 800.537.7790 Fax 916.231.4111

Member Focused

www.sdrma.org



**RESOLUTION NO. 2015-009**

**CAMP MEEKER RECREATION & PARK DISTRICT**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CAMP MEEKER RECREATION & PARK DISTRICT AUTHORIZING OPENING  
OF A CHECKING ACCOUNT WITH WELLS FARGO BANK  
FOR ANDERSON HALL DEPOSITS VIA PAYPAL**

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WHEREAS, The Camp Meeker Recreation & Park District needs to establish banking services to act as a depository, paying agent for the holding and handling of its received from PayPal as deposits and fees for Anderson Hall rentals;

AND, whereas the District has determined Wells Fargo Bank had advised that it will provide a business checking account and other services to meet the District's needs;

THEREFORE, be it resolved that the Board of Directors of the Camp Meeker Recreation & Park District do hereby authorize the Board Treasurer and Finance Officer, Catherine J. Anderson, to establish an account with Wells Fargo Bank forthwith and arrange for appropriate signatures as follow:

Lynn E. Watson, Board President  
Gary Helfrich, Vice President  
Catherine J. Anderson, Secretary/Treasurer

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 23th day of June 2015.

**DIRECTORS:**

LYNN WATSON \_\_\_\_\_ GARY HELFRICH \_\_\_\_\_

VALERY LARSON \_\_\_\_\_

CATHERINE ANDERSON \_\_\_\_\_ ANTHONY TOMINIA \_\_\_\_\_

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_

**CERTIFICATION**

The following hereby certifies that the foregoing is a full, true, and correct copy of the resolutions duly and regularly adopted at a special meeting of the Board of Directors of the Camp Meeker Recreation and Park District held on June 23, 2015.

\_\_\_\_\_  
President

June 23, 2015