



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

**REGULAR MEETING
OF THE BOARD OF DIRECTORS
LOCATION: TELECONFERENCE – SEE BELOW
DECEMBER 15, 2020 7:00 P.M.
AGENDA**

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:

Based on the mandates by the Governor in Executive Order N-25-20 and the Sonoma County Health Officer (Order C-19-02) to shelter in place and the guidance from the CDC to minimize the spread of the COVID-19, please note the following changes to the District's meeting procedures:

- The District office and Anderson Hall are not open to the public at this time.
- The meeting will be conducted via teleconferencing using Go To Meeting (See Executive Order N-29-20)
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

HOW TO OBSERVE THE MEETING:

CMRPD-Board

Tue, Dec 15, 2020 7:00 PM - 9:00 PM (PST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/976862957>

You can also dial in using your phone.

United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(646\) 749-3129](tel:+16467493129)

Access Code: 976-862-957

New to GoToMeeting? Get the app now and be ready when your first meeting starts: <https://global.gotomeeting.com/install/976862957>

HOW TO SUBMIT PUBLIC COMMENTS:

Written/Read Aloud: Please email your comments to comments@campmeeker.org, write "Public Comment" in the subject line. In the body of the email include the agenda item number and title, as well as your comments. If you would like your comment read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email.

All comments received before Monday, December 14, 2020 at 5:00 p.m. will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Board members at the meeting. Comments received after this time will be treated as telephonic/electronic comments.

Telephonic/Electronic Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments and identify the cut off time for submission. A short recess (generally, less than two minutes) will take place during the time public comment is open to allow the comments to be collected. **All users will be unmuted during this time. If you are connected using a phone, or have a microphone on your computer, please state your name, and wait to be recognized. Alternatively, you may also type comments into the chat window, in GoToMeeting. These will be read aloud during the public comment period.**

ACCESSIBILITY INFORMATION:

Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting should contact the District's Administrator, at least 48 hours before the meeting at 707-874-9246 or admin@campmeeker.org. Advanced notification will enable the District to swiftly resolve such requests to insure accessibility.

PUBLIC RECORDS:

Public records that relate to any item on the open session agenda for a meeting are available for public inspections. Those records that are distributed after the agenda posting deadline for 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. November 17, 2020 Minutes
 - 2. November 25, 2020, Emergency Meeting Minutes,
- B. Payment of Claims
- C. Journal Entry Approval
- D. Administrative and Financial Report

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

- A. Alliance Redwood Emergency Update
- B. Fencing-Water Tanks
- C. System Operations/Accounts Receivable

VIII. BOARD OFFICER NOMINATIONS (Valery Larson, 10 minutes)

Director Larson will conduct the nominating function to elect Board offices of President, Vice-President and Secretary Treasurer.

IX. ACTION ITEMS

- A. RESOLUTION 2020-008: 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 December 15, 2020.
PROPOSED ACTION: The Board may/may not elect a President, Vice-President, and Secretary/Treasurer effective December 15, 2020.
- B. LEAK ADJUSTMENT: ACCOUNT 291, 39 GILSON (APN 075-241-08) DOHERTY, FRANK (RRU/Staff, 5 minutes)
DESCRIPTION: Mr. Doherty (Account 291) is requesting a leak adjustment of \$82.86 for his property located at 39 Gilson, Camp Meeker (APN 075-241-08).
PROPOSED ACTION: The Board may/may not approve Mr. Gilson's request for a leak adjustment in the amount of \$82.86.
- C. OWNERCOMCAST/ANDERSON HALL WIFI (Valery Larson, 15 minutes)
DESCRIPTION: Director Larson will report on continuing contact with Comcast regarding Anderson Hall Wi-Fi contract cancellation charges.
PROPOSED ACTION: The Board may/may not take action regarding this issue.
- D. UPDATE: CAMP MEEKER SIGN REPAIR (Anthony Tominia/John McDaniel, 5 minutes)
DESCRIPTION: The Board will review the progress of the sign repair process since the November 17 meeting and discuss future plans to complete the project including traffic control plans and update of the County PRMD permitting.
PROPOSED ACTION: The Board may/may not take further action with respect to the Camp Meeker sign repair.

E. WATER SUBCOMMITTEE UPDATE (Gary Helfrich, Anthony Tominia (15 minutes)

DESCRIPTION: Directors Helfrich and Tominia will update the Board on

1. Recent meeting with Occident Community Services District subcommittee members, Ray Lunardi and John Gonnella;
2. Alliance Redwoods project status

F. UPDATE: DWR LOAN E58237 PAY OFF (Anthony Tominia/Staff, 10 minutes)

DESCRIPTION: The County of Sonoma received the final demand letter of \$95,397.52 from the Department of Water Resources and subsequently issued a check to complete the payoff transaction. Funds presently on deposit at the County of Sonoma total \$87,217.44. These are the remaining dollars of the reserve fund that was required by the State to be held until the loan was paid. These funds could be transferred to the District's Wells Fargo-Investment account pending the District's review and re-allocation.

PROPOSED ACTION: The Board may/may not decide to transfer the funds from the County of Sonoma to the District's Wells Fargo Bank Investment account.

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=224

**REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE CAMP MEEKER RECREATION AND PARK DISTRICT
LOCATION: TELECONFERENCE – GO TO MEETING
NOVEMBER 17, 2020 7:00 P.M.
MINUTES**

I. CALL TO ORDER

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

II. ROLL CALL

Directors Helfrich, McDaniel, Tominia, and Watson were present. Director Larson was absent. Also present were District Administrator Cheryl Doran-Girard, and Robert Sherod of Russian River Utility.

III. APPROVAL OF AGENDA

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

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

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

The motion was approved.

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

There was no 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

Approval of Minutes

1. October 20, 2020 Minutes

As there were no corrections, additions or deletions to the minutes of October 20, 2020, a motion was made by Anthony Tominia, and seconded by Lynn Watson to approve the September 15, 2020 minutes as submitted.

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

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

The motion was approved.

B. Payment of Claims

A motion was made by Gary Helfrich, and seconded by Lynn Watson to approve the November 17, 2020 warrant request 2020/2021-005 as follows:

2020-2021-005	RP-Nov 2020	9,351.16
\$23,810.51	Water-Nov 2020	14,459.35

Wells Fargo Bank Checks 2138-2149 and Bank of the West checks 712 and 713 in payment of District expenses and water receipt transfers for the current month.

C. Journal Entry Approval

There were no journal entries beyond the recurrent entries for interest and bank charges.

D. Administrative and Financial Report

Ms. Doran-Girard advised the Board that the annual Financial audit is scheduled for January 6, 2021 and will be conducted via teleconference/online. Goranson and Associates will also complete and submit annual State Controller Financial Transactions report as required by the State Controller. She further informed the Board that the demand letter from the Department of Water Resources has been issued to the County of Sonoma to initiate the final payment on the DWR loan. Lastly, the Board was advised that payment of State Fees was required by electronic means. Their website for signup was effective November 6. This will require increases in Board member credit limits to be brought before the December meeting.

VII. REPORT OF THE WATER SYSTEM OPERATOR

Robert Sherod of Russian River Utility reviewed the May 2020 Water System Inspection Report. Discussion ensued.

VIII. ACTION ITEMS

A. COMCAST/ANDERSON HALL WIFI

DESCRIPTION: Director Larson will report on continuing contact with Comcast regarding Anderson Hall Wi-Fi contract cancellation charges.

ACTION: The Board tabled this item until December due to Director Larson's absence.

B. UPDATE: CAMP MEEKER SIGN REPAIR

DESCRIPTION: Director McDaniel reviewed the progress of the sign repair process since the October 20 meeting and advised the need to have a traffic control plan to complete the permitting process. Sign maintenance was discussed. Additionally, he advised that he has inspected Anderson Hall with respect to any need of preparation for winter weather and everything seems in order.

ACTION: The Board took no further action with respect to the Camp Meeker sign repair.

C. UPDATE: DWR LOAN E58237 PAY OFF

DESCRIPTION: The District's Department of Water Resources loan amounts to \$94,917.95 Funds presently on deposit at the County of Sonoma total \$181,973.47 that includes \$108,025.77 required by the State to be held in reserve until the loan is paid. Some of the reserve funds could be re-allocated to capital replacement and the USDA loan.

ACTION: The Board was advised that the final payment is in process.

D. UPDATE: WATER CUSTOMER CREDIT CARD PAYMENTS

DESCRIPTION: Director Tominia reviewed that water customers have consistently requested the ability to pay water charges via credit/debit cards. Various approaches and software vehicles to be able to offer this service to the District's water customers and establishing of target dates are being explored. Director Tominia informed the Board that he would like whatever vehicle is finally decided upon water customers should be able to a.) have walk-in processing by credit/debit card at RRU; b.) be able to call into RRU and pay by telephone; c.) be able to setup an autopay system; d.) pay by link on the District's website; and, e.) any fees arising from these transactions are the responsibility of the customer. Discussion ensued.

ACTION: While the Board did not take further action regarding this issue, it was agreed that the research, decision-making and installation would take time and probably not be available until the opening of the July 1, 2021 fiscal year.

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

Director Tominia reported regarding attendance at recent Fire Safe online event.

Director Helfrich advised that he feels it appropriate to step back as Board President at this time and suggested election and installation of officers at the December 15, 2021 meeting.

X. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Anthony Tominia, and seconded by John McDaniel that the November 2020 teleconference meeting of the Camp Meeker Board of Directors be adjourned.

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

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

The motion was approved.

The meeting adjourned at 7:53 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2020.11.17draftminscdgl.doc

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http://www.campmeeker.org/wordpress/?page_id=224

**EMERGENCY SPECIAL MEETING
OF THE BOARD OF DIRECTORS
OF THE CAMP MEEKER RECREATION AND PARK DISTRICT
LOCATION: TELECONFERENCE – GO TO MEETING
NOVEMBER 25, 2020 4:00 P.M.
MINUTES**

I. CALL TO ORDER

The meeting was called to order online at 4:00 p.m. by President Helfrich.

II. ROLL CALL

Directors Helfrich, McDaniel, and Tominia were present. Directors Larson and Watson were absent. Also present was District Administrator Cheryl Doran-Girard.

III. APPROVAL OF AGENDA: PUBLIC EMERGENCY ALLIANCE REDWOODS

A motion was made by Gary Helfrich, and seconded by Anthony Tominia that as a public health and safety emergency has arisen at Alliance Redwoods requiring prompt action on the part of the Camp Meeker Recreation and Park Board to ensure continued public health/safety at the Alliance facilities an emergency special meeting is being held without complying with the 24-hour notice required by 5010.2.1 of the Brown Act.

A quorum of Board members was present agreed and declared that a health and safety emergency exists with respect to water at Alliance Redwoods.

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

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

The motion was approved

President Helfrich informed the Board members present that only the foregoing described emergency will be discussed.

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

There was no public comment.

VI. ACTION ITEM

A. ALLIANCE REDWOODS PUBLIC EMERGENCY

DESCRIPTION: The District was notified by telephone earlier today by Jim Blake, Alliance Director, that a failure of equipment in the water system at Alliance Redwoods has resulted in complete emptying of their tanks resulting in lack of water to their facilities. In light of the pandemic, Alliance is presently housing 200 homeless people for the County of Sonoma; and, therefore, this event has created a public health and safety issue requiring immediate Board action. Alliance has requested that the District supply water until the repairs to their equipment are completed.

ACTION: A motion was made by Anthony Tominia, and seconded by John McDaniel to supply treated water to Alliance Redwoods to keep the facility operating through the stressful period at the District's first tier rate. All costs associated with this hookup to be assumed by Alliance and the District is to be advised when the repairs are complete. Additionally, staff is directed to contact Russian River Utility and Alliance to advise of the Board's action. Russian River Utility is to provide a complete and full report to the Board.

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

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

The motion was approved

VII. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Anthony Tominia, and seconded by John McDaniel that the November 25, 2020 emergency special teleconferenced meeting of the Camp Meeker Board of Directors be adjourned.

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

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

The motion was approved

The meeting adjourned at 5:16 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: DECEMBER 15, 2020 WARRANTS AND FINANCIAL INFORMATION
DATE: DECEMBER 10, 2020

Financial Statements and Warrant Detail in the board packet following this memorandum provide information available through November 12, 2020.

2020/2021-006	RP-December 2020	4,848.16
\$20,086.80	Water-December 2020	15,238.64

The Financial statements included in the Board info packet represent revenue and expenses for the first half of the 2020-2021 fiscal year.

The financial statements revenue and expenses are through 12/10/2020. Check register included in the financial packet includes all checks written since the last warrant approval.

Bank account reconciliations have not completed and statements have not been received for all accounts. Upon completion, reconciliations and statements are provided to the Board Fiscal Officer for review and approval.

Audit preparation is in process and the audit is scheduled for the 1/06/2021. As it will be a remote audit process, it will require a considerable digital reproduction of reports and documents.

In the event that you need to contact me, I can be reached via cell phone 707-696-2876 or my land line 707-545-2108.



CAMP MEEKER RECREATION AND PARK DISTRICT

WARRANT REQUEST # 2020-2021-006

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
Larson, Valery	30.00	30.00		Director Stipend-December 2020
Watson, Lynn	30.00	30.00		Director Stipend-December 2020
Camp Meeker Water	98.56	98.56		Water Service-November 2020
Doran-Girard, Cheryl	7,095.00	1,419.00	1,419.00	Consulting-November/December 2020
Doran-Girard, Cheryl		1,064.25	1,064.25	Consulting-November/December 2020
Doran-Girard, Cheryl		354.75	354.75	Consulting-November/December 2020
Doran-Girard, Cheryl		709.50	709.50	Consulting-November/December 2020
McPhail Fuel	298.43	298.43		District Office Propane
PGE	89.22	89.22	-	Electric Service
Soft Trac LLC	200.00	100.00	100.00	Budget Module Consult
Russian River Utility	11,399.59	-	8,645.08	Contract Services
Russian River Utility			2,754.51	Electric Service
US Bank	846.00	124.50	124.50	Accounting Software Access
US Bank		254.95	67.05	Communications
US Bank		275.00		Traffic Plan-Sign
	20,086.80	4,848.16	15,238.64	-

DIRECTOR APPROVAL:

DATE:

12/15/20

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1010 - Cash In Wells Fargo Bank-Operating
From 11/18/2020 Through 12/15/2020

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
2150	System Generated Check/Vo...	Camp Meeker Wa...	12/15/2020	98.56
2151	System Generated Check/Vo...	Cheryl Doran-Girard	12/15/2020	7,095.00
2152	System Generated Check/Vo...	McPhail Fuel Com...	12/15/2020	298.43
2153	System Generated Check/Vo...	P G & E	12/15/2020	89.22
2154	System Generated Check/Vo...	Russian River Utility	12/15/2020	11,399.59
2155	System Generated Check/Vo...	Soft Trac LLC	12/15/2020	200.00
2156	Director Stipend-December ...	Valery Larson	12/15/2020	30.00
2157	Director Stipend-December ...	Lynn Watson	12/15/2020	30.00
2158	System Generated Check/Vo...	US Bank	12/15/2020	846.00
		Total 1010 - Cash In Wells Fargo Bank-Operating		20,086.80

Camp Meeker Recreation & Parks District

Check/Voucher Register - CDG-Current Register

1030 - Cash in Bank of the West-Water

From 11/18/2020 Through 12/15/2020

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
714	Water Transfer-November R...	Camp Meeker Rec...	12/15/2020	6,600.00
715	Water Transfer-Operations ...	Camp Meeker Rec...	12/15/2020	<u>12,650.00</u>
		Total 1030 - Cash in Bank of the West-Water		19,250.00
				<u> </u>
Report Total				<u><u>39,336.80</u></u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2020 Through 6/30/2021
(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	87,000	0	(87,000)
4041	Cost Reimbursement-Collect Delinquent CY Unsec	(100)	0	100
4101	Interest Pooled Cash -Sonoma County	15	0	(15)
4110	Interest Earned-Wells Fargo Bank	23	4	(19)
4210	Rental Fees-Anderson Hall	2,500	0	(2,500)
4215	Rental Fees-Other	1,900	950	(950)
4220	State-Home Owner Property Tax Relief	259	0	(259)
4223	State Property Tax -Backfill Wildfire Loss	37	0	(37)
4625	Transfers-Within Fund In	8,600	0	(8,600)
	Total Revenue	<u>100,234</u>	<u>954</u>	<u>(99,280)</u>
Expenditures				
5010	Director Stipend	720	360	360
5017	Worker Compensation Insurance	1,735	1,302	433
5101	Communications-Telephone	1,560	518	1,042
5105	Communications-ISP Website	500	483	17
5110	Communications-Website Other	750	401	349
5112	Communications-WiFi	780	30	750
5184	Janitorial Supplies	450	0	450
5185	Janitorial Services	750	0	750
5210	Insurance-Property & Liability	7,000	0	7,000
5301	Maintenance-Beach and Parks	250	0	250
5302	Maintenance-Bldgs & Improvements	900	0	900
5401	Memberships	250	240	11
5404	Miscellaneous-Auto Expense	100	0	100
5405	Miscellaneous	850	700	150
5410	Office Supplies	1,150	171	979
5416	Lease-Accounting Software	1,500	747	753
5420	Training-Administrative	150	100	50
5425	Postage	150	28	123
5426	Printing Services	600	0	600
5427	Supplies	450	158	292
5501	Professional Fees-Web	1,000	88	913
5520	Administrative Services	18,000	9,150	8,850
5531	Community Education	250	0	250
5540	LAFCO Charges	200	0	200
5550	Legal Services	5,000	3,024	1,976
5555	Professional Services-Auditor	8,500	1,411	7,089
5556	Professional Services-Accounting	14,350	8,119	6,231
5570	Service Fee-PayPal	250	0	250
5575	Bank Service Fees	60	25	35
5576	Property Tax Administration Fee	1,250	0	1,250
5585	Public/Legal Notices	500	0	500
5590	Gas and Oil	1,950	298	1,652
5591	Equipment Rentals	0	70	(70)
5592	Water and Sewer	1,350	493	857
5594	Utilities	1,275	506	769
5595	Waste Removal	100	0	100

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2020 Through 6/30/2021
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
5596	Permit Fees-Local	600	718	(118)
8516	Maintenance & Repair	25,000	4,450	20,550
9001	Contingency	<u>4</u>	<u>0</u>	<u>4</u>
	Total Expenditures	<u>100,234</u>	<u>33,589</u>	<u>66,645</u>
	Excess of Income Over (Under) Expense	<u><u>0</u></u>	<u><u>(32,635)</u></u>	<u><u>(32,635)</u></u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
16 - Recreation & Park - Capital Replacement
From 7/1/2020 Through 6/30/2021
(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 7/1/2020 Through 6/30/2021
(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	122,000	0	(122,000)
4260	Reimbursements	0	7,989	7,989
4310	Sales of Water-Residential	225,000	105,684	(119,316)
4625	Transfers-Within Fund In	146,000	0	(146,000)
	Total Revenue	<u>493,000</u>	<u>113,673</u>	<u>(379,327)</u>
Expenditures				
5017	Worker Compensation Insurance	700	433	267
5101	Communications-Telephone	500	218	282
5105	Communications-ISP Website	300	126	174
5110	Communications-Website Other	0	36	(36)
5210	Insurance-Property & Liability	5,500	0	5,500
5401	Memberships	275	240	36
5405	Miscellaneous	150	0	150
5410	Office Supplies	1,000	54	946
5416	Lease-Accounting Software	1,500	747	753
5420	Training-Administrative	250	100	150
5425	Postage	300	38	262
5426	Printing Services	500	0	500
5501	Professional Fees-Web	750	63	688
5515	Contract Services-Water Operations	110,000	51,870	58,130
5520	Administrative Services	18,000	9,150	8,850
5540	LAFCO Charges	750	0	750
5550	Legal Services	6,500	2,694	3,806
5555	Professional Services-Auditor	9,500	1,569	7,931
5556	Professional Services-Accounting	14,500	8,119	6,381
5571	Late Fees	25	0	25
5575	Bank Service Fees	78	(15)	93
5576	Property Tax Administration Fee	1,250	0	1,250
5577	Recording-Filing Fees	0	1,082	(1,082)
5585	Public/Legal Notices	450	398	52
5587	Water System Fees-State	3,000	307	2,693
5588	Testing-Water System	1,000	0	1,000
5594	Utilities	15,000	7,535	7,465
8516	Maintenance & Repair	15,000	8,358	6,642
8565	Equipment 2	69,000	0	69,000
8625	Tfr Within Fnd-Out	216,500	4,697	211,803
9001	Contingency	722	0	722
	Total Expenditures	<u>493,000</u>	<u>97,819</u>	<u>395,181</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>15,853</u>	<u>15,853</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
50 - Recreation & Parks - Water Capital
From 7/1/2020 Through 6/30/2021
(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	312	34	(278)
4625	Transfers-Within Fund In	<u>6,000</u>	<u>2,500</u>	<u>(3,500)</u>
	Total Revenue	<u>6,312</u>	<u>2,534</u>	<u>(3,778)</u>
	Expenditures			
8625	Tfr Within Fnd-Out	<u>146,000</u>	<u>2,500</u>	<u>143,500</u>
	Total Expenditures	<u>146,000</u>	<u>2,500</u>	<u>143,500</u>
	Excess of Income Over (Under) Expense	<u>(139,688)</u>	<u>34</u>	<u>139,722</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
60 - Recreation & Parks-DWR E58237
From 7/1/2020 Through 6/30/2021
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	1,413	0	(1,413)
4625	Transfers-Within Fund In	<u>103,500</u>	<u>3,899</u>	<u>(99,601)</u>
	Total Revenue	<u>104,913</u>	<u>3,899</u>	<u>(101,014)</u>
	Expenditures			
7910	Long Term Debt-Principal	83,576	46,397	37,179
7911	Long Term Debt-Interest	<u>13,501</u>	<u>2,142</u>	<u>11,359</u>
	Total Expenditures	<u>97,077</u>	<u>48,539</u>	<u>48,538</u>
	Excess of Income Over (Under) Expense	<u>7,836</u>	<u>(44,640)</u>	<u>(52,476)</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
61 - Recreation & Park - Reserve DWR E58237
From 7/1/2020 Through 6/30/2021
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	1,650	0	(1,650)
	Total Revenue	<u>1,650</u>	<u>0</u>	<u>(1,650)</u>
	Excess of Income Over (Under) Expense	<u>1,650</u>	<u>0</u>	<u>(1,650)</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
70 - Recreation & Park - USDA Debt Fund
From 7/1/2020 Through 6/30/2021
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4625	Transfers-Within Fund In	<u>100,000</u>	<u>37,398</u>	<u>(62,602)</u>
	Total Revenue	<u>100,000</u>	<u>37,398</u>	<u>(62,602)</u>
	Expenditures			
7910	Long Term Debt-Principal	37,000	39,000	(2,000)
7911	Long Term Debt-Interest	51,205	27,646	23,559
8625	Tfr Within Fnd-Out	<u>0</u>	<u>36,600</u>	<u>(36,600)</u>
	Total Expenditures	<u>88,205</u>	<u>103,246</u>	<u>(15,041)</u>
	Excess of Income Over (Under) Expense	<u>11,795</u>	<u>(65,847)</u>	<u>(77,642)</u>

CAMP MEEKER RECREATION & PARK DISTRICT									
Allocation of Water Receipts Fiscal Year 7/1/2020 -6/30/2021									
Transfer	Allocation	Bank of West		Total Amount	USDA-A&B	Cap Improvements	Operations	Total	
Month	Month	Stmt Balance		Transferred	WFB-Invest	WFB-Invest	WFB-Operating		
August-20	July-20	20,959.39		20,500.00	6,100.00	500.00	13,900.00	20,500.00	
September-20	August-20	17,815.22	*	17,750.00	6,100.00	500.00	11,150.00	17,750.00	
October-20	September-20	24,683.90		24,500.00	6,100.00	500.00	17,900.00	24,500.00	
November-20	October-20	23,755.93		23,700.00	6,100.00	500.00	17,100.00	23,700.00	
December-20	November-20	19,377.62		19,250.00	6,100.00	500.00	12,650.00	19,250.00	
January-21	December-20						#VALUE!	#VALUE!	
February-21	January-21						#VALUE!	#VALUE!	
March-21	February-21						#VALUE!	#VALUE!	
April-21	March-21						#VALUE!	#VALUE!	
May-21	April-21						#VALUE!	#VALUE!	
June-21	May-21						#VALUE!	#VALUE!	
July-21	June-21						#VALUE!	#VALUE!	
YTD Totals		106,592.06		105,700.00	30,500.00	2,500.00	#VALUE!	#VALUE!	
2012-2013 Monthly					5,675.00	500.00			
2013-2014 Monthly					6,200.00	500.00			
2014-2015 Monthly					6,200.00	500.00			
2015-2016 Monthly					6,100.00	500.00			
2016-2017 Monthly					6,100.00	500.00			
2017-2018 Monthly					6,100.00	500.00			
2018-2019 Monthly					6,100.00	500.00			
2019-2020 Monthly					6,100.00	500.00			
*By telephone									
11/10/20									

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

December 8, 2020

RE: CAMP MEEKER PAST DUE ACCOUNTS

Account 184: They both lost their jobs. I have left several messages and mailed a letter.

Account 3: Customer mailed payment and it was returned. She put another payment in the mail.

Account 6: Left message and emailed.

Account 15: Mailing payment.

Account 104: Phone is disconnected.

Account 149: Lost their jobs, trying to get assistance. They check in once a week to let me know the status.

Account 174: Tenant for account #60 pays this bill. She is aware of past due balance and is trying to pay. A past due was sent to the owner.

Account 179: House is on the market. Customer is staying up north, will be down at the end of the month and will drop off a payment.

Account 220: I have left several messages.

Accounts 226, 227: Payment is in the mail.

Account 298: Says he Sent payment. Still haven't received it.

Account 332: Spouse called and had the bill put in her name. She will mail a payment this week.

Account 339: Left a message with son.

Past Due Accounts: Past due notices were sent on December 7, 2020, final notices will go out on December 14, 2020. No lock offs this month due to the Covid-19 virus.

PAST DUE LIST

CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
3		51.12	54.58	52.82	156.28	15.45 7/7/20	314.80
6		56.62	65.75	85.33	79.85	376.94 9/2/20	287.55
15		81.35	55.22	54.08	15.16	200.00 9/14/20	205.81
22		65.38	67.03	62.75	64.03	57.18 9/18/20	259.19
31		49.00	49.00	49.00		49.00 10/5/20	147.00
36		58.46	63.28	27.88		150.00 9/15/20	149.62
45		51.82	52.50	51.90	0.08	300.00 6/22/20	156.30
50		56.70	57.00	26.48		200.00 10/23/20	140.18
55		58.88	327.50	431.75		137.45 10/13/20	818.13
64		51.00	51.54	51.90	53.24	49.00 11/25/20	207.68
104		52.02	51.16	50.68	258.54	95.32 4/20/20	412.40
114		54.60	88.03	80.83		201.93 9/21/20	223.46
129		49.12	49.24	49.04		286.03 10/23/20	147.40
134		51.12	51.72	52.00	49.82	140.00 9/8/20	204.66
140		52.44	50.78	51.94	140.41	250.00 8/3/20	295.57
142		55.18	61.03	60.28		58.30 9/28/20	176.49
149		53.34	53.62	54.34	286.06	10.00 11/25/20	447.36
150		54.52	55.58	56.16		110.86 9/30/20	166.26
155		56.14	55.66	68.30		67.63 10/19/20	180.10
157		49.00	49.02	49.02	49.02	35.22 8/28/20	196.06
158		49.02	74.30	62.53	61.70	115.38 8/28/20	247.55
161		53.32	50.16	50.88	390.48	250.00 1/14/20	544.84
174		54.52	53.78	56.50	111.48	171.80 8/3/20	276.28
179		50.02	51.76	54.14	255.19	160.00 5/5/20	411.11
182		49.00	61.33	54.80	20.00	144.76 10/23/20	185.13
184		62.00	54.56	54.54	590.36	50.00 12/12/19	761.46
185		49.30	49.84	9.23		45.00 11/25/20	108.37
198		55.64	65.75	57.54		52.62 10/5/20	178.93
207		56.42	54.84	0.08		55.00 11/5/20	111.34
216		49.00	49.00	0.02		49.00 10/27/20	98.02
220		80.50	75.85	80.35	389.91	269.91 6/15/20	626.61
244		51.20	51.38	55.58		154.86 10/13/20	158.16
269		54.58	54.86	13.98		42.38 11/25/20	123.42
290		84.13	89.45	107.75		98.90 9/23/20	281.33
309		53.76	58.36	84.95		659.97 10/13/20	197.07
322		49.14	50.94	50.68	51.48	105.72 9/30/20	202.24
333		51.26	50.32	52.34		52.94 9/21/20	153.92
338		50.32	51.40	51.04	16.36	150.00 11/16/20	169.12
339		49.06	49.14	49.00	48.60	203.00 8/21/20	195.80
367		55.20	56.16	0.83		229.00 11/5/20	112.19

PAST DUE LIST

CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
Total Receivables:		26,881.45	2,215.20	2,413.24			
Accounts Listed:		40	2,562.42	3,088.05			\$10,278.91

All Customers Age 2 Accounts

Russian River Utility

**CAMP MEEKER RECREATION AND PARK DISTRICT
WATER SALES 2020**

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	1,441,580	612,600	828,980	859,640	57.50	3.69	
Alliance Master Meter Union Park	363 369	FEB	1,340,560	490,200	850,360	754,790	63.43	11.23	
Alliance Master Meter Union Park	363 369	MARCH	1,242,080	472,400	769,680	711,600	61.96	7.54	
Alliance Master Meter Union Park	363 369	APRIL	1,288,950	431,800	857,150	777,980	66.49	9.23	
Alliance Master Meter Union Park	363 369	MAY	1,477,320	474,700	1,002,620	913,520	67.86	8.88	
Alliance Master Meter Union Park	363 369	JUNE	1,574,120	581,800	992,320	1,065,920	63.03	-7.40	
Alliance Master Meter Union Park	363 369	JULY	1,826,850	672,700	1,154,150	1,081,640	63.17	6.28	
Alliance Master Meter Union Park	363 369	AUG	2,231,960	796,070	1,435,890	1,260,010	64.33	12.24	
Alliance Master Meter Union Park	363 369	SEPT	2,228,500	860,160	1,368,340	1,182,410	61.40	13.58	
Alliance Master Meter Union Park	363 369	OCT	1,987,610	842,340	1,145,270	1,123,050	57.62	1.94	
Alliance Master Meter Union Park	363 369	NOV	2,130,340	891,370	1,238,970	1,062,090	58.15	14.27	
Alliance Master Meter Union Park	363 369	DEC							
	total 2020		18,769,870	7,126,140	11,643,730	10,792,650	62.03	7.30	

TOTAL PRODUCTION	LESS PUMPED OCSD	LESS CMRPD SALES	UNACCOUNTED WATER	YEARLY LOSS

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:

Vice-President:

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 15th day of December 2020.

DIRECTORS:

HELFRICH _____ LARSON _____ TOMINIA _____
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 December 15, 2020.

, President

ATTEST:

, Secretary/Treasurer

December 15, 2020

From: "frank doherty" <frank_d_95465@yahoo.com>
Subject: Leak Discovered at my residence at 39 Gilson Ave. Camp Meeker
Date: Wed, November 25, 2020 8:13 am
To: "rruwater@sonic.net" <rruwater@sonic.net>
Cc: "frank doherty" <frank_d_95465@yahoo.com>

RRUwater,

At the Last meter reading, I was alerted by the Meter Reader that I may have a leak in my water distribution throughout my residence at 39 Gilson Ave. in Camp Meeker. I checked all my water Outlets, External and internal, and discovered the problem to be

Internal to my Reverse Osmosis system .

My last Water Bill reflects this Increase in Water Usage. Since I was totally unaware of this

problem until I was notified by the Meter Reader, I like to Request a Credit applied to my

Account for this Unforeseen circumstance.

Thank You,

Frank Doherty(707)827-3552frank_d_95465@yahoo.com

Attachments:

untitled-[2].html	
Size:	1.8 k
Type:	text/html

Customer Detail

DOHERTY, FRANK J

Account Number

291

DOHERTY, FRANK J
 PO BOX 406

OCCIDENTAL CA
 95465-0406 874-3585 0-0
 Service Address: 39 GILSON

Date Turned On
 Date Turned Off
 Meter Check Date
 Rate Code 1
 Pump/Well Number 1
 Last Reading 109792
 Previous Reading 108414
 Usage 13,780 ←
 # of Units 1

Months On System 268
 Total Usage 1,074,460
 Average Usage 4,009
 Sequence Number 1700
 Meter Serial Number 99828549
 Route Number 2
 Last Read Date 11/5/2020
 12 Month Average 3,825
 Last Year Average 3,510
 Previous Year Average 3,040
 Last 'Paid On Time' Date 11/19/2020
 Last Late Charge Date 3/3/2017
 Number Of Late Months 45
 Next Due Date 12/1/2020
 Year To Date Charges \$550.96

A P N 075-241-08
 OLD ACCT # 7,080

Deposit Information

Deposit Amount	\$0.00	Deposit Date	
Deposit Amount 2	\$0.00	Deposit 2 Date	
0			
Usage	Charges	Read Date	Reading
January	2,850	45.70	1/7/2020 104664
February	2,560	45.12	2/7/2020 104920
March	2,640	45.28	3/5/2020 105184
April	2,810	54.62	4/3/2020 105465
May	4,020	57.04	5/6/2020 105867
June	4,650	58.30	6/6/2020 106332
July	5,280	61.10	7/6/2020 106860
August	5,820	65.15	8/6/2020 107442
September	5,220	60.65	9/4/2020 107964
October	4,500	58.00	10/6/2020 108414
November	3,580	47.16	11/8/2019 104182
December	1,970	43.94	12/5/2019 104379

Certificate Number	0
Services	Current Balance
WATER	\$104.20 ←
SERVICE CHARGE	\$49.00

Last Payment 11/19/2020 \$153.20 Check Number
 Age 1 \$0.00 Age 2 \$0.00 Age 3 \$0.00

Previous Charges
 Paid This Month \$153.20
Current Balance 0.00

RIGHT END OF HOUSE AT STREET - UP WINDSOR.

ruwater@sonic.net <rruwater@sonic.net>

Mon, Nov 30, 2020 at 4:06 PM

To: CAMP MEEKER - Cheryl Doran-Girard <cdgirard.work@gmail.com>, CAMP MEEKER - Gary Helfrich <helfrich@sonic.net>, CAMP MEEKER - Tony Tominia <tonytominia@gmail.com>

Hi there,

Please include this on the December agenda. Mr Doherty is requesting a leak adjustment and is not inclined to take "no" for an answer from our office.

The total leak adjustment amount will be \$82.86.

He says he's never used a one-time credit before, that he won't be here forever, and that he may as well use it now.

Thanks!

Steph

Russian River Utility
PO Box 730
7131 Mirabel Road
Forestville, CA 95436
Tel: 707-887-7735
Fax: 707-887-9445
Email: ruwater@sonic.net