



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
MARCH 22, 2022 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:

Topic: Camp Meeker Board Meeting

Time: Mar 22, 2022 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88075237528?pwd=UjVNeEhxcUlnSzJZWEV3OUF6MTRKUT09>

Meeting ID: 880 7523 7528

Passcode: 539719

One tap mobile

+16699006833,,88075237528#,,, *539719# US (San Jose)

+12532158782,,88075237528#,,, *539719# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 880 7523 7528

Passcode: 539719

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, March 21, 2022 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 Zoom. 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. February 15, 2022 Minutes
- B. Payment of Claims
- C. Journal Entry Approval
- D. Administrative and Financial Report

VII. PRESENTATION: VOLUNTARY DROUGHT INITIATIVE

Shay Richardson, California Department of Fish & Wildlife

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

- A. System Operations

IX. ACTION ITEMS

A. VOLUNTARY DROUGHT INITIATIVE

(Shay Richardson, District Staff, 10 minutes)

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

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

B. ARREARAGE/SHUT OFF REPORT

(Stephanie Voet, Russian River Utility staff)

DESCRIPTION: At its January 18, 2022 meeting, the Board discussed the ending of the State mandated shut-off moratorium for delinquent water customers. Russian River staff will present a report detailing those customers falling into the shut-off status and the planned process for resolution of the delinquency resolving the shut-off actions given that the percentage of past due accounts seems high. John

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

C. BOARD MEETING TIME

(Stephanie Voet, Russian River Utility staff)

DESCRIPTION: At the request of Russian River Utility staff, the Board will discuss re-scheduling its monthly meeting to an earlier time.

PROPOSED ACTION: The Board may/may not re-schedule its monthly meeting time.

D. LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP)

(Russian River Utility Staff, 10 minutes)

DESCRIPTION: The Low-Income Household Water Assistance Program (LIHWAP) will provide financial assistance to low-income Californians to help manage their residential water utility costs. The Board will discuss applying for use of the program for low-income customers.

PROPOSED ACTION: The Board may/may not approve applying to use the LIHWAP program.

E. WEBSITE CONTENT (Public Request)

(Staff, 5 minutes)

DESCRIPTION: The Board has received a request from the member of the public to submit a plant information document as part of the District's website. The Board will review the issue of public information submission on its website and any relevant criteria for doing so.

PROPOSED ACTION: The Board may/may not approve submission of public information and posting to the District's website.

F. CPA SERVICES REQUEST FOR PROPOSAL REVIEW

(John McDaniel, Staff, 5 minutes)

DESCRIPTION: The Board will review the response to its Request For Proposal received from Blomberg and Associates. Blomberg is highly recommended by Martin Hirsch and Forestville Water. It is the only response received to the District's inquiry.

PROPOSED ACTION: The Board will/will not approve contracting with Blomberg and Associates for June 30, 2022 and future audit services.

G. UPDATE: PLAYGROUND/PER CAPITA GRANT

(Anthony Tominia and John McDaniel, 10 minutes)

DESCRIPTION: The subcommittee will provide an update regarding planning the Dutch Bill playground renovation and formally establish a subcommittee.

PROPOSED ACTION: The Board may/may not take further action regarding the playground project.

H. FIRE HARDENING DISTRICT PARCELS PROPOSAL

(Anthony Tominia, Fawn Nekton-Fire Safe Camp Meeker, 10 minutes)

DESCRIPTION: Director Tominia will describe a proposal for Americorps to conduct fire hardening/fuels reduction work at the park for both Camp Meeker and on St. Dorothy's adjoining parcel as well. Americorps will cover all liability for the work the Americorps volunteers do. On the final day of the scheduled work, Director Tominia would like to invite community volunteers to participate to pull blackberries and ivy, using no more than a shovel for a tool. Safer West County will cover all the liability for the work and individuals volunteering. The Board will need to authorize the work and execute a document with Safer West County allow the work on the District parcel.

PROPOSED ACTION: The Board may/may not authorize the Americorps and volunteer work on District property contingent upon receipt of appropriate insurance coverage and authorize the Board President to execute an agreement with Safer West County allowing work on the District parcel.

I. RESOLUTION 2022-004: CONTINUING LOCAL EMERGENCY

(Anthony Tominia, 5 minutes)

DESCRIPTION: AB361 has provided the framework for the continuance of virtual meetings for local governments. Each local emergency must be reviewed every 30 days and a subsequent resolution approved for each thirty-day period.

PROPOSED ACTION: The Board may/may not approve Resolution 2022-004: “Proclaiming Local Emergency” and continuing virtual meetings for the period of April 1-30, 2022.

J. UPDATE: ALLIANCE REDWOODS AGREEMENT

(Anthony Tominia, 10 minutes)

DESCRIPTION: At its December 14, 2021 meeting the Board approved entering into an agreement with Occidental Community Services District and Alliance Redwoods Conference Grounds, authorizing the Board President to execute the agreement and directing staff to forward the documents to OCS and ARCG for signing. Director Tominia will update the Board on the progress of concluding the signature process and next necessary steps.

PROPOSED ACTION: The Board may take further action in this matter.

K. UPDATE: ST. DOROTHY’S PURCHASE PROPOSAL

(John McDaniel, Gary Helfrich, 10 minutes)

DESCRIPTION: The Board will be advised of current progress of the proposed proposal for St. Dorothy’s properties.

PROPOSED ACTION: The Board may/may not direct further action.

L. ANDERSON HALL EVENT PRICING AND BOOKING POLICIES

(John McDaniel, 10 minutes)

DESCRIPTION: Anderson Hall has recently re-opened after closure since 2020 as a result of COVID pandemic. The Board will discuss pricing for event bookings and other usage.

PROPOSED ACTION: The Board may/may not re-structure Anderson Hall rates.

X. 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

XI. 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 Districts website at the following address:

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

2022.03.22draftagendacdgl.docx



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
FEBRUARY 15, 2022 7:00 P.M.
MINUTES**

I. CALL TO ORDER

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

II. ROLL CALL

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

III. APPROVAL OF AGENDA

A motion was made by Gary Helfrich, and seconded by Valery Larson to approve the agenda as published.

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

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. Jim Blake of Alliance Redwoods requested an update regarding the progress of the approval and signing of the Alliance agreement by OCSD. Vice-President Helfrich advised that the Alliance Agreement will be discussed later in the agenda.

VI. CONSENT ITEMS

A. Approval of Minutes

1. January 18, 2022 Minutes

A motion was made by Valery Larson, and seconded by John McDaniel to approve the January 18, 2022 minutes as recorded.

Directors Helfrich, Larson, McDaniel, and Watson voted yes. Director Tominia 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 Valery Larson to approve the February 15, 2022 warrant request 2021/2022-008 as follows:

2021-2022-008	RP-February 2022	10,681.45
\$23,769.22	Water-February 2022	13,087.77

Wells Fargo Bank Checks 2303-2314 and Bank of the West checks 742 and 743 in payment of expenses, and water receipts transfers.

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

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

The motion was approved.

C. Journal Entry Approval

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

D. Administrative and Financial Report

Ms. Doran-Girard reminded Board members that FPPC Form 700 is due by April 1; and, that the AB1234 certification webinar is still available at the CSDA website. She advised there has been little response to the RFP for audit services and what queries have been received indicate a considerable increase in costs. Further, the SDRMA insurance renewal is in process, the 2022-2023 Preliminary Budget process will begin in March and the Government Compensation Report required by the State Controller's office will be completed prior to the March meeting. Any funding needs for specific projects/programs that will fall into the 2022-2023 Preliminary Budget will need to be submitted in March. Lastly, she reviewed several items of correspondence.

VII. REPORT OF THE WATER SYSTEM OPERATOR

- A. Stephanie Voet of Russian River Utility staff advised that the water system is running smoothly, and water samples are good.

VIII. ACTION ITEMS

A. ARREARAGE/SHUT OFF REPORT

DESCRIPTION: Stephanie Voet of Russian River Utility advised that the moratorium on shut-offs has ended, that there is low-income household assistance; however, the Low Income Water Assistance Program is not applicable to past due amounts. Discussion ensued regarding the number of lock-offs anticipated, payment plans and related issues.

ACTION: The Board did not take action regarding this issue.

G. UPDATE: ALLIANCE REDWOODS AGREEMENT

DESCRIPTION: Jim Blake of Alliance Redwoods expressed concern that there has been no word regarding Occidental's progress with approval of the Agreement. Discussion ensued regarding alternate options and possible next necessary steps.

ACTION: After discussion, the Board agreed that Camp Meeker staff will contact Ray Lunardi to determine present status of the agreement with the OCSD Board. In the event that there are

concerns on the part of OCSD District Counsel, Camp Meeker District Counsel Martin Hirsch is directed to respond.

B. COLLECTION OF WATER DELINQUENCIES

DESCRIPTION: District staff reviewed the District and State Water codes provide for collection of delinquent water accounts via the County tax roll billed annually in August. There are timelines to be considered in the code procedure; therefore, Board will review a suggested process to be established as District procedure regarding collection of delinquencies via the annual tax roll.

ACTION: The Board did not direct further action.

C. UPDATE: PLAYGROUND/PER CAPITA GRANT

DESCRIPTION: Due to the absence of Director Tominia the update regarding planning the Dutch Bill playground renovation and formally establish a subcommittee was tabled.

ACTION: The Board did not take further action regarding the playground project.

D. WATER LEAK AND METER RELOCATION WATER METER: ACCOUNT 133, 97/98
RAILROAD AVE, APN 075-143-005, WHITE, HORACE & CYNTHIA OWNERS,

DESCRIPTION: At the January 18 meeting. Horace and Cynthia White, owners of 97/98 Railroad (Account 133), APN 075-143-005, advised that they have experienced a major leak and are requesting relief AND relocation of the meter as they contend the location of the current meter is a problem. Mr. and Mrs. White are currently out of the country and have made the request by email.

ACTION: A motion was made by John McDaniel, and seconded by Valery Larson that the Board authorize adjustment of \$694.15 for the leak due to faulty parts.

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

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

The motion was approved.

E. RESOLUTION 2022-003: CONTINUING LOCAL EMERGENCY

(Anthony Tominia, 5 minutes)

DESCRIPTION: AB361 has provided the framework for the continuance of virtual meetings for local governments. Each local emergency must be reviewed every 30 days and a subsequent resolution approved for each thirty-day period.

ACTION: A motion was made by John McDaniel, and seconded by Gary Helfrich to approve Resolution 2022-003: "Proclaiming Local Emergency" and continuing virtual meetings for the period of March 1-31, 2022 with the removal of the facilities/event rental paragraph.

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

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

The motion was approved.

F. UPDATE: BANK OF AMERICA ACCOUNT

DESCRIPTION: Director McDaniel reviewed the current banking situation with respect to the opening of a small Bank of America account for the purpose, at present, of handling Anderson Hall deposit and fee transactions.

ACTION: The Board tabled any action regarding this issue.

I. ANDERSON HALL OPENING AND EVENT BOOKING

DESCRIPTION: John McDaniel reviewed the Anderson Hall closure since March 2020 due to the COVID pandemic and restrictions. Prospective clients are inquiring as to availability. The Board discussed re-opening to event bookings and other usage.

ACTION: The Board agreed to re-open Anderson Hall to booking spring public usage for spring.

J. UPDATE: ODD/EVEN YEAR ELECTIONS COMPLIANCE ADVISEMENT COUNTY ELECTIONS

DESCRIPTION: John McDaniel reviewed the County of Sonoma Registrar of Voters office notification to the District that it will need to comply with Voter Participation Act requirements by consolidating its elections cycle (odd years-all seats) with statewide elections (even years) as the District's participation rate falls far short of the required threshold to continue with odd-year elections. There may be some cost savings to the District as a result of consolidation. The change will require a resolution on the part of the District and later approval by the Sonoma County Board of Supervisors. District Counsel Hirsch has provided information relative to timelines and procedures for completing the process that will include changes in Director terms.

ACTION: The Board did not take action regarding this issue.

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

There were no Directors reports.

X. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Valery Larson, and seconded by John McDaniel that the February 2022 meeting of the Camp Meeker Board of Directors is adjourned.

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

**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS
FROM: CHERYL DORAN GIRARD
SUBJECT: MARCH 22, 2022 WARRANTS AND FINANCIAL INFORMATION
DATE: MARCH 18, 2022

Financial Statements and Warrant Detail in the board packet following this memorandum provide information available through March 17, 2022.

2021/2022-009	RP-March 2022	4,780.80
\$44,030.84	Water-March 2022	39,250.04

The Financial statements included in the Board info packet represent revenue and expenses for the first six months of the 2021-2022 fiscal year.

The financial statements revenue and expenses are reflective of vendor invoices received through 03/15/2022. Check registers included in the financial packet include all checks written since the last warrant approval.

All bank accounts will be reconciled upon receipt of bank statements. Audit search is complete and the bid received is enclosed for Board action at this month's meeting. Please be sure to complete FPPC Forms 700 and AB1234 training prior to April 1, 2022.

In the event that you need to contact me, I can best be reached via cell phone 707-696-2876.

CAMP MEEKER RECREATION AND PARK DISTRICT

WARRANT REQUEST # 2021-2022-009

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
Larson, Valery	30.00	30.00		Director Stipend-March 2022
Watson, Lynn	30.00	30.00		Director Stipend-March 2022
CMRPD Water System	101.18	101.18		January Water
Doran-Girard, Cheryl	7,005.00	1,576.13	1,576.13	Consulting-Feb/March 2022
Doran-Girard, Cheryl		1,225.88	1,225.88	Consulting-Feb/March 2022
Doran-Girard, Cheryl		175.13	175.09	Consulting-Feb/March 2022
Doran-Girard, Cheryl		525.38	525.38	Consulting-Feb/March 2022
Lopez, Jessica	100.00	100.00		Hall Cleaning
McPhail Fuel	6.08	6.08	-	Propane Anderson Hall
PGE	76.97	76.97	-	Propane Anderson Hall
Perry Johnson	285.00	210.00	75.00	Legal Services-Various Matters
Russian River Utility	9,359.09	-	8,953.06	Contract Services
Russian River Utility			406.03	Electric Service Wtr System
US Bank	1,291.61	231.57	75.06	Communications
US Bank		261.44	261.46	Software Lease
US Bank		231.04	231.04	Office Supplies
USDA Loan	25,745.91		25,745.91	Loan Payment -Interest
	<u>44,030.84</u>	<u>4,780.80</u>	<u>39,250.04</u>	-

DIRECTOR APPROVAL:

DATE: 3.22.2021

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1010 - Cash In Wells Fargo Bank-Operating
From 2/16/2022 Through 3/22/2022

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
2315	System Generated Check/Vo...	Camp Meeker Wa...	3/22/2022	101.18
2316	System Generated Check/Vo...	Cheryl Doran-Girard	3/22/2022	7,005.00
2317	System Generated Check/Vo...	Jessica Lopez	3/22/2022	100.00
2318	System Generated Check/Vo...	McPhail Fuel Com...	3/22/2022	6.08
2319	System Generated Check/Vo...	P G & E	3/22/2022	76.97
2320	System Generated Check/Vo...	Perry Johnson An...	3/22/2022	285.00
2321	System Generated Check/Vo...	Russian River Utility	3/22/2022	9,359.09
2322	System Generated Check/Vo...	US Bank	3/17/2022	1,291.61
2323	Director Stipend-March 2022	Valery Larson	3/22/2022	30.00
2324	Director Stipend-March 2022	Lynn Watson	3/22/2022	30.00
		Total 1010 - Cash In Wells Fargo Bank-Operating		18,284.93

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1015 - Cash in Wells Fargo Bank-Investments
From 2/16/2022 Through 3/22/2022

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1026	USDA Loan Pmts 04-049-09...	USDA Rural Devel...	3/22/2022	<u>25,745.91</u>
		Total 1015 - Cash in Wells Fargo Bank-Investments		25,745.91

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1030 - Cash in Bank of the West-Water
From 2/16/2022 Through 3/22/2022

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
744	Wtr Transfer Feb Receipts-O...	Camp Meeker Rec...	3/22/2022	16,000.00
745	Wtr Transfer Feb Receipts-C...	Camp Meeker Rec...	3/22/2022	<u>2,000.00</u>
		Total 1030 - Cash in Bank of the West-Water		18,000.00

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1040 - Cash in US Bank-Rental Deposits
From 2/16/2022 Through 3/22/2022

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1118	Zaragoza --Hall Deposit Ref...		3/3/2022	500.00
1119	Transfer Zaragoza Hall Rent...	Camp Meeker Rec...	3/22/2022	<u>1,000.00</u>
		Total 1040 - Cash in US Bank-Rental Deposits		1,500.00
				<u> </u>
Report Total				<u><u>63,530.84</u></u>

CAMP MEEKER RECREATION AND PARK DISTRICT
Estimated Cash Report 2021-2022

FUNDS➡	Rec & Park Operating 10	Rec & Park Capital 16	Water Operations 40	A&B Water Debt 70	Capital Repmnt 50	Totals
Balance Forward 2/15/2022	109,114.62	25,000.00	31,609.67	259,505.12	972,661.83	1,397,891.24
Deposits 3/22/2022	1,158.33		16,000.00	-	2,000.00	19,158.33
Warrants 3/22/2022	(4,780.80)		(13,504.13)	(25,745.91)		(44,030.84)
Utilties Reimbursement		-			5,799.99	5,799.99
			-	-	-	-
Fund Totals	105,492.15	25,000.00	34,105.54	233,759.21	980,461.82	1,378,818.72

3/22/22

Camp Meeker Recreation & Parks District

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

10 - Recreation & Park - Operating

From 7/1/2021 Through 6/30/2022

(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
Revenue				
4001	Property Taxes-CY Secured	92,500	50,301	(42,199)
4020	Property Taxes-CY Supplemental	0	606	606
4040	Property Taxes-CY Unsecured	0	2,670	2,670
4101	Interest Pooled Cash -Sonoma County	0	1	1
4110	Interest Earned-Wells Fargo Bank	0	48	48
4210	Rental Fees-Anderson Hall	2,000	1,000	(1,000)
4215	Rental Fees-Other	1,900	1,425	(475)
4220	State-Home Owner Property Tax Relief	500	75	(425)
4221	State-Other In Lieu -Fish & Wildlife 18-19	0	2	2
4295	Grant Revenue	125,000	0	(125,000)
4625	Transfers-Within Fund In	25,000	0	(25,000)
	Total Revenue	<u>246,900</u>	<u>56,129</u>	<u>(190,771)</u>
Expenditures				
5010	Director Stipend	720	540	180
5017	Worker Compensation Insurance	1,500	(169)	1,669
5101	Communications-Telephone	1,100	795	305
5105	Communications-ISP Website	750	465	285
5110	Communications-Website Other	500	513	(13)
5112	Communications-WiFi	1,100	586	514
5184	Janitorial Supplies	500	0	500
5185	Janitorial Services	1,950	320	1,630
5210	Insurance-Property & Liability	8,000	0	8,000
5401	Memberships	300	252	49
5405	Miscellaneous	850	1,000	(150)
5410	Office Supplies	750	673	77
5416	Lease-Accounting Software	1,650	975	675
5420	Training-Administrative	150	0	150
5425	Postage	75	61	14
5426	Printing Services	1,000	0	1,000
5427	Supplies	750	53	697
5501	Professional Fees-Web	650	200	450
5520	Administrative Services	21,000	12,715	8,285
5531	Community Education	5,000	0	5,000
5540	LAFCO Charges	300	205	95
5550	Legal Services	15,000	6,090	8,910
5555	Professional Services-Auditor	9,500	3,883	5,617
5556	Professional Services-Accounting	14,000	14,559	(559)
5570	Service Fee-PayPal	250	0	250
5571	Late Fees	0	12	(12)
5575	Bank Service Fees	0	55	(55)
5576	Property Tax Administration Fee	1,000	0	1,000
5577	Recording-Filing Fees	0	53	(53)
5590	Gas and Oil	1,500	409	1,091
5591	Equipment Rentals	0	71	(71)
5592	Water and Sewer	1,500	742	758
5594	Utilities	1,450	682	768
8510	Remodel/Rehab/Renovate	110,000	0	110,000
8514	Maintenance & Repair-Major	25,000	0	25,000

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2021 Through 6/30/2022
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
8516	Restoration	19,000	0	19,000
8521	Survey/Topography	0	5,870	(5,870)
9001	Contingency	<u>105</u>	<u>0</u>	<u>105</u>
	Total Expenditures	<u>246,900</u>	<u>51,608</u>	<u>195,292</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>4,520</u>	<u>4,520</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
16 - Recreation & Park - Capital Replacement
From 7/1/2021 Through 6/30/2022
(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 7/1/2021 Through 6/30/2022
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
Revenue				
4010	Direct Charges-Current Year	124,000	73,106	(50,894)
4061	Direct Charges -Prior Year	0	396	396
4101	Interest Pooled Cash -Sonoma County	0	1	1
4260	Reimbursements	6,000	0	(6,000)
4310	Sales of Water-Residential	250,000	163,992	(86,008)
4625	Transfers-Within Fund In	<u>150,000</u>	<u>0</u>	<u>(150,000)</u>
	Total Revenue	<u>530,000</u>	<u>237,494</u>	<u>(292,506)</u>
Expenditures				
5017	Worker Compensation Insurance	1,200	0	1,200
5101	Communications-Telephone	500	395	105
5105	Communications-ISP Website	300	200	101
5110	Communications-Website Other	300	179	121
5210	Insurance-Property & Liability	5,000	0	5,000
5401	Memberships	250	252	(2)
5405	Miscellaneous	0	106	(106)
5410	Office Supplies	850	868	(18)
5416	Lease-Accounting Software	1,750	975	775
5420	Training-Administrative	200	0	200
5425	Postage	300	270	30
5426	Printing Services	0	59	(59)
5427	Supplies	150	0	150
5501	Professional Fees-Web	200	225	(25)
5515	Contract Services-Water Operations	150,000	78,526	71,474
5520	Administrative Services	21,000	13,421	7,579
5540	LAFCO Charges	850	683	167
5550	Legal Services	16,500	8,686	7,814
5555	Professional Services-Auditor	12,100	3,532	8,568
5556	Professional Services-Accounting	16,800	14,425	2,375
5565	Fiscal Agent Fees	0	1,077	(1,077)
5567	SCWA-Water Agency Fees	6,000	0	6,000
5575	Bank Service Fees	10	45	(35)
5576	Property Tax Administration Fee	1,200	0	1,200
5585	Public/Legal Notices	575	398	177
5587	Water System Fees-State	2,750	2,969	(219)
5594	Utilities	12,500	8,192	4,308
8565	Equipment 2	125,000	0	125,000
8625	Tfr Within Fnd-Out	148,000	52,217	95,783
9001	Contingency	<u>5,715</u>	<u>0</u>	<u>5,715</u>
	Total Expenditures	<u>530,000</u>	<u>187,699</u>	<u>342,301</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>49,795</u>	<u>49,795</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
50 - Recreation & Parks - Water Capital
From 7/1/2021 Through 6/30/2022
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4110	Interest Earned-Wells Fargo Bank	0	19	19
4260	Reimbursements	0	5,800	5,800
4625	Transfers-Within Fund In	<u>50,000</u>	<u>60,379</u>	<u>10,379</u>
	Total Revenue	<u>50,000</u>	<u>66,198</u>	<u>16,198</u>
	Expenditures			
8625	Tfr Within Fnd-Out	<u>150,000</u>	<u>42,625</u>	<u>107,375</u>
	Total Expenditures	<u>150,000</u>	<u>42,625</u>	<u>107,375</u>
	Excess of Income Over (Under) Expense	<u>(100,000)</u>	<u>23,573</u>	<u>123,573</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
70 - Recreation & Park - USDA Debt Fund
From 7/1/2021 Through 6/30/2022
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4290	Miscellaneous Revenues	1,500	0	(1,500)
4625	Transfers-Within Fund In	<u>103,972</u>	<u>82,264</u>	<u>(21,708)</u>
	Total Revenue	<u>105,472</u>	<u>82,264</u>	<u>(23,208)</u>
	Expenditures			
7910	Long Term Debt-Principal	41,000	41,000	0
7911	Long Term Debt-Interest	52,511	52,466	45
8625	Tfr Within Fnd-Out	<u>0</u>	<u>47,801</u>	<u>(47,801)</u>
	Total Expenditures	<u>93,511</u>	<u>141,266</u>	<u>(47,755)</u>
	Excess of Income Over (Under) Expense	<u>11,961</u>	<u>(59,002)</u>	<u>(70,963)</u>

[illegible]

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

March 8, 2022

RE: CAMP MEEKER PAST DUE ACCOUNTS

Payment on hand: 311

Account 6: Left message.

Account 28: Left message.

Accounts 56: Phone disconnected.

Account 60: Left several messages.

Account 113: Posted several notices.

Accounts 134: Will pay this week.

Account 140: We don't have a phone number.

Account 149: Still paying \$70 a month. Is hoping to pay off balance in next couple months.

Account 151: Left message.

Account 161: Is trying to pay \$100 a week.

Account 182: Will pay balance with next paycheck.

Account 184: Left message.

Account 185: Will pay today.

Account 226 & 227: Left message.

Account 290: Left Messages.

Account 298: Will pay online, today.

Account 304: Says they will pay online but they never do.

Account 339: Left several messages.

Past Due Accounts: Past due notices will go out March 9, 2022, final notices will go out March 16, 2022.
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			51.36	50.92		51.66 1/28/22	102.28
6			55.50	63.58	4.43	207.00 1/18/22	123.51
24			49.62	50.38		147.68 1/24/22	100.00
28			65.23	53.68	52.24	151.54 1/6/22	171.15
36			56.34	3.90		120.00 1/28/22	60.24
45			51.66	28.46		200.00 12/9/21	80.12
55			51.44	52.10		91.18 1/20/22	103.54
56			49.22	49.16	50.42	51.42 12/14/21	148.80
60			56.44	61.78	244.76	183.43 8/23/21	362.98
61			49.02	49.02		49.00 1/7/22	98.04
67			50.16	37.17		9.37 1/24/22	87.33
77			49.00	49.00		98.00 1/7/22	98.00
96			54.42	53.82		108.78 1/18/22	108.24
111			58.60	46.54		300.00 10/20/21	105.14
113			49.00	49.00	49.02	49.02 11/22/21	147.02
127			51.86	51.22		200.78 1/27/22	103.08
134			52.06	50.02	30.96	150.00 2/8/22	133.04
140			55.64	53.38	303.87	300.00 1/28/22	412.89
149			49.92	49.38	325.40	60.00 3/1/22	424.70
151			57.82	57.44	57.32	184.38 12/7/21	172.58
152			53.64	31.34		200.00 1/28/22	84.98
161			50.10	50.64	794.76	100.00 3/4/22	895.50
174			54.56	17.74		250.00 2/7/22	72.30
182			53.62	52.94	104.76	220.00 2/14/22	211.32
184			72.95	57.06	180.26	100.00 3/7/22	310.27
185			49.04	49.00	49.00	49.08 1/6/22	147.04
226			51.90	51.68	57.34	100.00 2/8/22	160.92
227			54.92	53.60	64.68	100.00 2/8/22	173.20
247			53.42	52.58		101.92 12/24/21	106.00
249			57.92	56.42		131.49 1/20/22	114.34
264			54.96	53.34		269.90 12/22/21	108.30
276			55.14	57.46		56.84 1/12/22	112.60
279			55.94	55.30		352.05 2/8/22	111.24
290			53.72	52.06	54.24	146.93 12/29/21	160.02
295			49.74	45.68		150.00 11/10/21	95.42
298			55.22	52.76	53.66	279.16 11/9/21	161.64
304			49.34	51.34	155.22	196.92 10/21/21	255.90
311			49.10	49.58	21.89	600.00 6/22/21	120.57
318			64.10	22.36		220.00 12/24/21	86.46
339			49.00	49.00	91.88	300.00 11/24/21	189.88
347			56.00	3.80		104.24 2/2/22	59.80

PAST DUE LIST

CAMP MEEKER REC & PARK

ACCT#	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
Total Receivables:		0.00		1,925.63			
Accounts Listed:			2,208.64		2,746.11		\$6,880.38

All Customers Age 2 Accounts

Russian River Utility

**CAMP MEEKER RECREATION AND PARK DISTRICT
WATER SALES 2022**

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	1,241,090	447,740	793,350	681,320	63.92%	14.12%	
Alliance Master Meter Union Park	363 369	FEB	1,165,300	363,830	801,470	710,810	68.77%	11.31%	
Alliance Master Meter Union Park	363 369	MARCH							
Alliance Master Meter Union Park	363 369	APRIL							
Alliance Master Meter Union Park	363 369	MAY							
Alliance Master Meter Union Park	363 369	JUNE							
Alliance Master Meter Union Park	363 369	JULY							
Alliance Master Meter Union Park	363 369	AUG							
Alliance Master Meter Union Park	363 369	SEPT							
Alliance Master Meter Union Park	363 369	OCT							
Alliance Master Meter Union Park	363 369	NOV							
Alliance Master Meter Union Park	363 369	DEC							
	total 2022		2,406,390	811,570	1,594,820	1,392,130	66.27%	12.71%	

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



VOLUNTARY DROUGHT AGREEMENT

MEMORANDUM OF UNDERSTANDING

BY AND BETWEEN

Camp Meeker Park and Recreation District

AND

THE CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE

This Memorandum of Understanding (MOU) is an authorized permit made and entered into by and between Camp Meeker Park and Recreation District (Permittee) and the California Department of Fish and Wildlife (CDFW or Department; collectively, the Parties). The purpose of this permit is to authorize take during voluntary actions for drought relief of California Endangered Species Act (CESA) listed and non-listed native fish in anadromous waters for management purposes pursuant to Fish and Game Code (FGC) 2081(a), 1002(a), and 1002.5(a).

FGC section 2080 prohibits the import, export, take, possession, purchase, or sale of any species, in whole or in part, that has been listed as threatened or endangered by the California Fish and Game Commission. Take is defined in FGC section 86 as “hunt, pursue, catch, capture, or kill, or attempt to hunt, pursue, catch, capture, or kill.” However, FGC section 2081(a) allows the CDFW to authorize take and other acts prohibited by FGC 2080 for scientific, educational, or management purposes. This permit authorizes, incidental to voluntary management actions conducted by Camp Meeker Park and Recreation District, a limited level of take of CESA-listed and non-listed native fish in waters of the State for management and propagation purposes pursuant to FGC section 2081(a), 1002(a), and 1002.5(a). The permitted activities are further described in this document.

The general elements of this MOU include project eligibility, covered project types (instream flow targets, securing instream flows, fish rescue and relocation, floodplain inundation/groundwater recharge, and project monitoring for project effectiveness). For this MOU, Camp Meeker Park and Recreation District agrees to release water into Dutch Bill Creek for the purpose of maintaining instream flows to improve rearing habitat for salmonids.

PERMIT

Project Purpose:

The intent of the project is to augment flows in Dutch Bill Creek to support survival of state and federally endangered coho salmon (*Oncorhynchus kisutch*) and federally threatened steelhead (*Oncorhynchus mykiss*) during the summer and fall of 2022. Flow releases by the Permittee will be initiated on a schedule developed with CDFW for the purpose of enhancing critical salmon and steelhead rearing habitats in Dutch Bill Creek.

Federal/State Agency Permitting Requirements:

Before voluntary drought actions can begin, Camp Meeker Park and Recreation District must determine that no other permits are required from any Federal, State, or local agency to carry out the activity. Where feasible, CDFW and the National Marine Fisheries Service (NMFS) will assist Camp Meeker Park and Recreation District to expedite obtainment of any required permits.

Camp Meeker Park and Recreation District will make the water releases described herein upon approval of a temporary urgency change petition (TUCP) filed with the State Water Resources Control Board, Division of Water Rights requesting approval of temporary changes to allow for instream flow dedication of water under water right Permit 21198 (Application 31055). Camp Meeker Park and Recreation District previously filed similar TUCPs for instream flow dedication with the Division in 2015, 2016, 2018, 2019, 2020, and 2021.

If, at any time during the agreement period, habitat parameters are judged as unsuitable for supporting listed and non-listed native fish by CDFW and NMFS, the two agencies along with Camp Meeker Park and Recreation District will modify the flow rate or terminate releases if such releases are not benefiting stream habitat conditions.

Project Description:

Targeted Flow Conservation / Securing Instream Flows

Camp Meeker Park and Recreation District agrees to divert water from an existing offset well near Monte Rio on the Russian River to an existing 7,500-gallon storage tank at the water treatment facility at Alliance Redwoods, approximately four miles upstream of the well. Water from the tank will then be released into a rock-lined culvert drainage channel where it will flow into Dutch Bill Creek.

To facilitate the project, Camp Meeker maintains an agreement with Alliance Redwoods to allow the conveyance of water between the storage tank and Dutch Bill Creek. The target rate of release to Dutch Bill Creek is 0.1 cfs, but actual diversion rates and release of water to the creek are based on instream flow conditions, facilities constraints, and the terms of Permit 21198. The flow releases will continue up to the first substantial rain event or until flow conditions in Dutch Bill Creek recover to a minimum of 0.1 cfs, but not after December 31.

GENERAL CONDITIONS

This permit does not relieve Camp Meeker Park and Recreation District of the responsibility to obtain any other permits, or comply with any other Federal, State, or local laws or regulations. It is the responsibility of Camp Meeker Park and Recreation District to know the boundaries and managing authority of specifically designated protected areas or sanctuaries.

This permit does not authorize translocation of fish to above barriers, a separate watershed, or rearing facility.

This permit does not authorize the intentional euthanizing or culling of non-native aquatic species that may be captured during rescue activities. The provisions of this permit may be amended by CDFW with reasonable notice to Camp Meeker Park and Recreation District.

This permit may be revoked in CDFW's sole discretion in the event of a failure to comply with the activities and conditions contained herein.

RESPONSIBLE PARTIES

The terms, conditions, and obligations of this permit, shall be binding upon each of the designated Permittees. Notwithstanding California Civil Code section 1431 or any other provision of law, each Permittee is jointly and severally liable for performance of all terms, conditions, and obligations of this permit. Any failure by one or more Permittees to comply with any term, condition, or obligation set forth in this permit shall be deemed a failure to comply by all Permittees.

<u>Project Coordinator:</u> Cheryl Doran-Girard Camp Meeker Recreation and Park District P.O. Box 461 Camp Meeker, CA 95419 (707) 696-2876 admin@campmeeker.org	<u>CDFW MOU Contact:</u> Shay Richardson Senior Environmental Scientist 2825 Cordelia Road, Suite 100 Fairfield, CA 94534 (707) 477-6819 Shay.Richardson@wildlife.ca.gov
---	---

REPORTING

By mail or e-mail, Camp Meeker Park and Recreation District shall provide a written, annual report that documents all activities completed during the calendar year. The annual report shall be submitted by January 31 of the following year and include the following: project description, results, discussion of efficacy, etc. The annual report should be sent to the CDFW MOU contact listed in the Responsible Parties section above.

Failure to submit the information outlined above may preclude renewal of this permit or may impact the eligibility of responsible parties to renew or secure subsequent California Scientific Collecting Permits (SCP) or MOUs.

Department contacts for notification:

<u>Fisheries Branch</u> Jonathan Nelson Environmental Program Manager Jonathan.Nelson@wildlife.ca.gov 1010 Riverside Parkway West Sacramento, CA 95605	<u>Bay Delta Region</u> Craig Weightman Environmental Program Manager Craig.Weightman@wildlife.ca.gov 2825 Cordelia Road, Suite 100 Fairfield, CA 94534
--	---

EFFECTIVE DATE AND TERMINATION

This permit shall commence on the date of execution and, unless amended, will terminate on 12/31/2022.

If there are substantial changes in conditions, including changes in study methodology, changes in study location, or changes in conditions that may affect other fish and wildlife resources, the Department may, at its discretion, amend or terminate this permit.

A 30-day written notification is required prior to early termination by either party.

AMENDMENTS

Amendments to this permit, including renewals, may be proposed by either party and shall become effective when both parties sign a written modification to this permit.

DISCLAIMER

CDFW shall incur no fiscal obligation under this permit. CDFW shall not incur any liability or responsibility for actions taken under this permit.

As required by the Anti-deficiency Act, 31 U.S.C. §§1341 and 1342, all commitments made by the federal agencies in this permit are subject to the availability of federally appropriated funds. Nothing in this permit obligates any Party to expend federal appropriations or to enter any contract, assistance agreement, interagency agreement, or incur other financial obligations that would be inconsistent with budget priorities. Any transaction involving reimbursement or contribution of funds between the Parties to this permit will be handled in accordance with applicable laws, regulations, and procedures under separate written agreement(s) under the appropriate statutory authority. This permit does not provide such authority.

This permit does not confer or create any right or benefit, substantive or procedural, enforceable at law or in equity, by persons who are not party to this agreement, against the Parties, their officers, employees, or agents, or any other person. This permit does not apply to any person outside of the named Parties in this permit.

This permit neither expands nor is in derogation of those powers and authorities vested in the Parties by applicable laws, statutes, regulations, or Executive Orders, nor

does it modify or supersede any other applicable interagency agreements existing as of the date of this permit. Furthermore, this permit does not in any manner affect the statutory authorities and responsibilities of the Parties.

This permit is not intended and shall not be construed to waive in any way the sovereign immunity of the United States, or any of its departments, agencies or instrumentalities, including the agencies that are Parties to this permit. The Parties agree that should a third party claim arise under the terms and conditions of the Federal Tort Claims Act, 28 U.S.C. §§ 1346 and 2671 et seq., based on negligence or a wrongful act or omission, the Party whose employee(s') conduct gave rise to the claim shall be responsible for the investigation and disposition of said claim. For claims involving conduct of employees of more than one Party arising out of a joint activity conducted pursuant to this permit, the Parties will work cooperatively to determine which entity will be primarily responsible for the investigation and disposition of the claim.

THE PARTIES HAVE EXECUTED THIS MOU TO BE IN EFFECT AS OF THE DATE LAST WRITTEN BELOW.

Erin Chappell
Regional Manager
California Department of Fish and Wildlife

Date: _____

Anthony Tominia, Board President
Camp Meeker Park and Recreation District

Date: _____

CAMP MEEKER

With the next batch of past due notices, we wish to include a post card which:

- 1) Notifies the customer that the moratorium of shut-offs has been lifted;
- 2) Notifies the customer of an assistance program launching in May 2022;
- 3) Suggests the customer call RRU ASAP (within 30 days) to set up a payment plan

Customers need to contact RRU within 30 days of the postmark date to set up a payment plan.

In order to be eligible for a payment arrangement, they must prove they are in financial hardship, have a medical condition which requires water, and that their household income is less than 200% of the federal poverty level. They must also dispute/appeal their bill within this timeframe to avoid shut-off.

Every customer who receives a past due notice and post card is over 60 days past due.

Customers who do not respond to the notices and do not pay their bills by the shut-off date will receive a notice 10+ days prior to shut-off. This notice will be mailed AND posted on their property. A phone call will also be made to try to reach all contacts associated with the property prior to shut-off.

THE SHUT-OFF MORATORIUM HAS BEEN LIFTED EFFECTIVE DECEMBER 31, 2021.

WATER SHUT-OFFS WILL RESUME APRIL-MAY 2022.

We understand the struggles people have faced over the past 2 years, so the last thing we want to do is discontinue your water service. Our goal is to help you through this difficult time.

Within 30 days of the postmarked date of this notice, please contact our office to enroll in a payment plan in order to avoid disconnection of water service.

If you need assistance paying down any remaining water debt, you may be eligible for other State or Federal assistance programs. One of those programs is the Low Income Household Water Assistance Program (LIHWAP), which will be administered through the California Department of Community Services and Development (CSD), and is scheduled to begin **MAY 2022**. For more information on LIHWAP and to learn more about the eligibility requirements, visit their website at www.csd.ca.gov/waterbill.

Office Phone: **707-887-7735**

Email: rwater@sonic.net

Business Hours: **Monday – Friday, 8:00am - 5:00pm**

Possible Outreach Programs:

- <https://www.westcountyservices.org>
- <https://www.needhelppayingbills.com>
- [Sonoma_Uilities.pdf \(partnership.org\)](#)
- <https://www.capsonoma.org/h2o-water-program-assistance/>
- <https://www.srcharities.org/get-helphttps://www.usa.gov/help-with-bills>

If you plan to participate in the LIHWAP program, please notify us by phone or email immediately so we may follow up with you after the program begins.

PAST DUE NOTICE
Camp Meeker Recreation & Park District
Post Office Box 457, Forestville, CA 95436
707-887-7735

REVISED

Date:

Customer Name: (send notice to customer always)

Occupant Name: (also send to occupant if customer address is different from service address)

Past Due Amount:

Due Date: (the day before the lock off date)

Dear Customer:

Please take notice that your water bill is over 60 days past due. Your water service will be disconnected on _____ if you do not do one of the following before 5:00 p.m. on the Due Date: (1) pay the past due amount in full; (2) submit a written proposal to have the District approve an alternative payment arrangement; or (3) submit a petition to review and appeal your bill.

If you wish to pay your past due balance in full, you may make your payment in person at 7131 Mirabel Road, Forestville, or by mail to CMRPD, PO Box 457, Forestville, CA 95436. To avoid disconnection, your payment must be received by 5:00 p.m. on the Due Date. **PAYMENTS ARE PAYABLE TO CMRPD.**

To be eligible for an alternative payment arrangement, you must submit your request in writing to the District office at 7131 Mirabel Road, Forestville, CA, or by mail to CMRPD, PO Box 457, Forestville, CA 95436. **To avoid disconnection, your request must be received by 5:00 p.m. on the Due Date and submit proof of the following:**

The District will not discontinue residential water service for nonpayment if
all the following conditions are met:

- 1)** Customer or tenant of the customer submits certification from a primary care provider stating that discontinuation of service would be life threatening to or pose a serious threat to the health and safety of, a resident of the premises where the service is provided.
- 2)** Customer demonstrates he or she is financially unable to pay for service within the District's normal billing cycle. A customer may be deemed financially unable to pay if:
 - Any member of the customer's household is a current recipient of CalWORKS, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants and Children; or
 - The customer declares in writing that the household's annual income is less than 200 percent of the federal poverty level.
- 3)** Customer agrees to enter into an alternative payment arrangement offered by the District, governed by the policies described herein.

If you wish to dispute or appeal your bill, you may do so by submitting a written statement explaining the reason(s) for your dispute to the District. You must submit your written statement in person at the District Office or by mail to CMRPD, PO Box 457, Forestville, CA 95436. To avoid disconnection, your statement must be received by 5:00 p.m. on the Due Date. You may be asked to appear before the Board of Directors to discuss your appeal.

For more information, you may view the District's Disconnection Policy online at:

<https://campmeeker.org/water-disconnection-policy/>

PAST DUE NOTICE
Camp Meeker Recreation & Park District
Post Office Box 457, Forestville, CA 95436
707-887-7735

ORIGINAL

Customer Name: (send notice to customer always)

Occupant Name: (also send to occupant if customer address is different from service address)

Past Due Amount:

Due Date: (the day before the lock off date)

Dear Customer:

Please take notice that your water bill is past due. Your water service will be disconnected on _____ if you do not do one of the following before 5:00 p.m. on the Due Date: (1) pay the past due amount in full; (2) submit a written proposal to have the District approve an alternative payment arrangement; or (3) submit a petition to review and appeal your bill.

If you wish to pay your past due balance in full, you may make your payment in-person at Russian River Utility, 7131 Mirabel Road, Forestville or by mail to Post Office Box 457, Forestville, CA 95436. To avoid disconnection, your payment must be received by 5:00 p.m. on the Due Date.

If you wish to proceed with alternative payment arrangement, you must submit your request in-person at the District office or by mail to 7131 Mirabel Road, Forestville, CA 95436. To avoid disconnection, your request must be received by 5:00 p.m. on the Due Date.

You may request an alternative payment arrangement, by presenting a plan for an amortization agreement, an alternative payment schedule, or a plan for deferred or reduced payments. Ordinarily, the repayment option offered should result in repayment of any remaining outstanding balance within 12 months.

Alternative payment arrangements must be in writing and signed by the customer and a District representative to be valid. Customers may not request an alternative payment arrangement for any subsequent unpaid charges while an alternative payment arrangement is in place.

You may claim medical hardship as a basis for the alternative payment arrangement. To do so, you must provide a note from your doctor certifying that termination of service will be life-threatening or pose a serious threat to the health and safety of any resident of the property.

You may claim financial hardship as a basis for the alternative payment arrangement. To do so, you must show a member of the customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or declare that the household's annual income is less than 200 percent of the federal poverty level.

Alternative payment arrangements based on medical or financial hardship may be eligible for a balance reduction.

If you wish to dispute or appeal your bill, you may do so by submitting a written statement explaining the reason(s) for your dispute to the District. You must submit your written statement in-person at the District Office or by mail to P.O. Box 461, Camp Meeker, CA 95419. To avoid disconnection, your statement must be received by 5:00 p.m. on the Due Date. You may be asked to appear before the Board of Directors to discuss your appeal.

For more information, you may view the District's Disconnection Policy online at:

<https://campmeeker.org/water-disconnection-policy/>

Certification of Primary Care Provider

CITY OF PATTERSON UTILITY BILLING

THIS SECTION TO BE FILLED OUT BY ACCOUNT HOLDER

Account Number

Service Address

Account Holder Name

Person Receiving Primary Care

Date of Bill seeking Payment Arrangement

Amount of Bill Seeking Payment Arrangement

I, the account holder, certify under penalty of perjury that the above-named person receiving primary care resides at the service address.

Account Holder Signature

Phone Number**THIS SECTION TO BE FILLED OUT BY PRIMARY CARE PROVIDER**

Name of Primary Care Provider

Name of Clinic or Medical Facility

Clinic Address

Clinic Phone Number

National Provider Identifier

Person Receiving Primary Care

I, the primary care provider, certify under penalty of perjury that I provide care to the above-name person and that discontinuation of water service to this person would pose a serious threat to his or her health safety.

Primary Care Provider Signature**THIS SECTION TO BE FILLED OUT BY CITY STAFF**

Certification of Financial Hardship

CITY OF PATTERSON UTILITY BILLING

THIS SECTION TO BE FILLED OUT BY ACCOUNT HOLDER

Account Number

Service Address

Account Holder Name

Number of Members in Household

Date of Bill seeking Payment Arrangement

Amount of Bill Seeking Payment Arrangement

1. Which of the following forms of assistance are currently utilized by the household?
(Only one member of the household need to provide proof of assistance to complete this form.)

Assistance	Recipient Name	Proof Required
Medi-Cal		Notice of Action from Stanislaus Co Human Services Dept
Ca1works		Social Security Benefit Verification Letter
CalFresh		Notice of Action from Stanislaus Co Human Services Dept
General Assistance		Notice of Action from Stanislaus Co Human Services Dept
WIC		WIC Card + Valid California ID
(None)		Declaration of Household Income – Form 998-B2

2. Certificate of Financial Hardship

I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the recipient of the above-indicated assistance, that I have provided proof of this, and that I am a member of household of the service address indicated above.

Recipient Name

Account Holder Name

THIS SECTION TO BE FILLED OUT BY CITY STAFF

Declaration of Household Income

City of Patterson Utility Billing

THIS SECTION TO BE COMPLETED BY ACCOUNT HOLDER

Household Income Guidelines

Effective February 1, 2020

Number of People in Household	1	2	3	4	5	6	7	8	Each additional person
Maximum Gross Household Income	\$24,980	\$33,820	\$42,660	\$51,500	\$60,340	\$69,180	\$78,020	\$86,860	\$8,840

LIST OF HOUSEHOLD INCOME

List all household members currently residing at the service address, regardless of their earning status. Unearned income may include any monies from spouse/partner, SSI/SSD, welfare benefits, unemployment, student grants, rental income, interest, dividends, cash, and/or gifts

Current Household Members (Last Name, First Name)	Relationship	Age	Employed? (Yes/No)	Employment Income (Monthly)	Unearned Income (Monthly)
1.	Head of Household				
2.					
3.					
4.					
5.					
6.					
7.					
8.					
Employment and Unearned Income Totals:					

DECLARATION OF HOUSEHOLD INCOME (All household members 18 years of age or older must sign this declaration)

I, the undersigned, declare under penalty of perjury under the laws of the State of California that the above information is true and correct.

Print Name	Signature	Relationship
1.		Head of Household
2.		
3.		
4.		
5.		
6.		
7.		
8.		

THIS SECTION TO BE COMPLETED BY CITY STAFF

Date & Time Received	Received By	Completed By

Agreement for Payment Arrangement

CITY OF PATTERSON UTILITY BILLING

THIS SECTION TO BE COMPLETED BY CITY STAFF

The following payment arrangement is proposed between City of Patterson and the account holder named below. The account holder must sign this agreement for the payment arrangement to take effect.

Account Number

Service Address

Account Holder Name

Date & Amount of Bill seeking Payment Arrangement

Payment Arrangement Schedule			
#	Minimum Payment Amount	Due By (Date)	Remaining Balance After Payment
1.			
2.			
3.			
4.			
5.			
6.			

- Per section 116910.(b)(2) of the California Health & Safety Code, City staff may choose the payment option the account holder undertakes and may set the parameters of that payment option.
- Payment arrangements or alternative payment schedules may only be made between City staff and the account holder.
- An account holder may only have one payment arrangement or alternative payment schedule per account at a time.
- A payment arrangement or alternative payment schedule shall be considered null and void if any part of it is not kept for 60 calendar days or more, or if water charges contained in current bills are not paid for 60 days or more.
- Currently utility bill amounts must be paid in full by the billing date. Payment Arrangement amounts may be paid ahead of schedule or in excess of the scheduled amount. All payments will apply against the oldest charges first. Failure to pay current bill amounts by the bill's due date will result in shutoff of service as soon as those amounts are 60 days overdue.

I, the account holder, agree to the payment arrangement described above.

Account Holder Signature

Date

THIS SECTION TO BE COMPLETED BY CITY STAFF

Date & Time Received	Received By	Completed

Monday, February 14, 2022

CAMP MEEKER REC & PARK

ACCT #	CURRENT	1-30	31-60	61+	LAST PAYMENT		TOTAL	NOTES
6	55.50	63.58	4.43		207.00	1/18/2022	123.51	
19	49.20	49.88	51.52	51.38	154.96	10/13/2021	201.98	PAID WRONG WATER COMPANY
28	65.23	53.68	52.24		151.54	1/6/2022	171.15	
50	53.48	52.70	62.98	113.54	100.00	12/9/2021	282.70	
56	49.22	49.16	50.42		51.42	12/14/2021	148.80	
59	53.20	50.44	51.56		100.00	1/4/2022	155.20	
60	56.44	61.78	67.85	176.91	183.43	8/23/2021	362.98	
86	50.26	50.64	49.94		49.26	12/1/2021	150.84	PAYMENT ON HAND \$100.58
88	55.76	54.84	54.58		112.00	12/14/2021	165.18	
89	54.08	54.22	53.94		108.00	12/29/2021	162.24	
113	49.00	49.00	49.02		49.02	11/22/2021	147.02	
114	55.54	54.26	56.72		67.55	11/22/2021	166.52	
129	51.58	51.22	49.48	113.06	75.00	10/28/2021	265.34	
134	52.06	50.02	30.96		150.00	2/8/2022	133.04	
137	64.96	60.42	62.56		60.18	12/7/2021	187.94	
140	55.64	53.38	52.28	251.59	300.00	1/28/2022	412.89	
149	49.92	49.38	50.20	335.20	60.00	2/3/2022	484.70	
151	57.82	57.44	57.32		184.38	12/7/2021	172.58	
161	50.10	50.64	50.48	844.28	50.00	12/14/2021	995.50	
182	53.62	52.94	53.56	51.20	220.00	2/14/2022	211.32	
184	72.95	57.06	57.74	222.52	50.00	12/13/2021	410.27	
185	49.04	49.00	49.00		49.08	1/6/2022	147.04	
192	51.54	51.10	50.54	252.55	400.00	6/1/2021	405.73	PAYMENT ON HAND \$500
220	90.48	126.55	88.90	80.20	164.75	12/14/2021	386.13	
226	51.90	51.68	51.82	5.52	100.00	2/8/2022	160.92	
227	54.92	53.60	53.76	10.92	100.00	2/8/2022	173.20	
245	51.60	49.00	52.64		105.14	12/13/2021	153.24	
246	53.86	53.30	54.94		167.46	12/14/2021	162.10	
268	55.48	54.20	5.64		48.90	12/30/2021	115.32	
290	53.72	52.06	54.24		146.93	12/29/2021	160.02	
298	55.22	52.76	53.66		279.16	11/9/2021	161.64	
304	49.34	51.34	51.92	103.30	196.92	10/21/2021	255.90	
311	49.10	49.58	21.89		600.00	6/22/2021	120.57	
317	55.56	53.76	54.44		110.02	11/19/2021	163.76	
322	54.52	52.58	52.36		150.04	12/9/2021	159.46	
330	57.60	58.24	57.82		118.84	12/7/2021	173.66	
339	49.00	49.00	49.00	42.88	300.00	11/24/2021	189.88	
358	59.75	100.40	64.25		217.12	12/13/2021	224.40	PAYMENT ON HAND \$224.40
	2,098.19	2,134.83	1,936.60	2,655.05	5,738.10		8,824.67	

will receive past due notices with post card insert

not eligible for shut-off

CALIFORNIA LIHWAP

Interest Form

For more information about the program click here

<https://www.csd.ca.gov/waterbill>

Company Information

Name of Water/Wastewater System/Billing System (Company Name) *

Please enter your company name.

Water/Wastewater/Billing System (Company Type) *

Primary Point of Contact Information

Point of Contact - First Name *

Please enter the Company Point of Contact's First Name.

Point of Contact - Last Name *

Please enter the Company Point of Contact's Last Name.

Point of Contact - Position Title *

Please enter the Company Point of Contact's Position Title.

Point of Contact - Phone Number *

Please enter the Primary Point of Contact Direct Phone Number

Point of Contact - Email *

Please enter the email address where the Company Point of Contact can be reached regarding enrollment in the CA-LIHWAP Program.

Point of Contact - Email Confirmation *

Please re-enter the email address where the Company Point of Contact can be reached regarding enrollment in the CA-LIHWAP Program.


Third Party Billing Information

Are you a Water/Waste System using a third party billing company? *

If yes, please complete as much of the Billing Company information as possible.

☐ Send me a copy of my responses

Submit

Powered by  smartsheet
[Privacy Notice](#) | [Report Abuse](#)



Blomberg & Griffin Accountancy Corporation
Certified Public Accountant

Cheryl Doran- Girard, Administrator
Camp Meeker Recreation & Park District
P.O Box 461
Camp Meeker, CA 95419

February 21, 2022

Dear Cheryl and members of the Board,

Thank you for the opportunity to submit the following proposal to serve as independent auditor for Camp Meeker Recreation and Park District. This letter provides the following confirmations.

Independence: Our firm is independent of the Camp Meeker Recreation and Park District and meets the client audit an rotation requirements by maintaining additional certified public accountants on staff.

License to Practice: Our firm and all assigned key professional staff are properly registered and licensed to practice in the state of California.

Experience: Our firm has the direct experience necessary to carry out the objectives outlined, and the work proposed in the RFP.

Availability: All of our resources as available to meet the objectives of this proposal.

Lawsuits or Claims: There are no lawsuits or claims of fraud or malpractice relating to our firm's government audit and consulting practice.

Should you need any additional information regarding this proposal please call John E. Blomberg, C.P.A. at (209) 466-3894 or email John @Blombergcpa.com.

Respectfully Submitted,

John E. Blomberg, C.P.A.
President

CAMP MEEKER RECREATION AND PARK DISTRICT

INDEPENDENT AUDIT PROPOSAL – Page 2

TECHNICAL

We propose to conduct the audit(s) of the financial statements of the Camp Meeker Recreation and Park District, for the fiscal year(s) ending June 30, 2022, 23, and 24 in accordance with generally accepted auditing standards as set forth by the American Institute of Certified Public Accountants, and in accordance with the “Minimum Audit Requirements and Reporting Guidelines for California Special Districts” as required by the State Controller’s Office.

Our proposal includes a report of the fair presentation of the financial statements in accordance with generally accepted accounting principles in the United States of America. Our proposal also includes Required Supplemental Schedules (RSI) as required by GASB 34 and 68.

We will render a report on compliance and internal control over financial reporting based on an audit of the financial statements. A written report will be issued immediately to management upon the discovery of illegal acts or major irregularities discovered during the audit.

We will prepare and forward Annual Report of Financial Transactions of Special Districts pursuant to Government Code Section 53891 to the State Controller’s Office. We will provide a copy of report filed including the signature page in person or by teleconference.

Our firm is comprised of six professional and support staff, was incorporated in 1981 and has over forty years of government audit experience. The size of our government audit contracts performed range from less than \$100,000 to more than 30 million (annual budget). Our listing of local government auditing work performed in the last five years includes over one hundred fifty audits of California Special Districts of the following types:

- Community Services Districts
- Fire Districts
- Water Districts
- Irrigation Districts
- Cemetery Districts
- Resource Conservation Districts

Our Government Consulting Work Performed Includes:

- Compliance Audits (OMB A-133) single audits
- Rate Studies
- Asset Observations
- Depreciation Schedules
- GANN Limit Calculations
- CalPERS Pension Disclosures
- OPEB Accruals and Disclosures
- Internal Controls/Procedures
- Various Computer Programs
- State Controller’s Report
- Payroll Compliance
- Various Other Matters

CAMP MEEKER RECREATION AND PARK DISTRICT

INDEPENDENT AUDIT PROPOSAL – Page 3

TECHNICAL - Continues

References:	Contact	Phone	Work
• Forestville Water District	Dawn Or Gwen	(707) 887-1515	Audit ,FTR
• Browns Valley Irrigation District	Donna	(530) 275-3002	Audit, FTR
• Lockeford Community Service District	Heather	(209) 727-5035	Audit, FTR

Our Proposed Audit Work Plan:

- Preliminary Planning/Analytical Review
- Preparation of various Files/worksheets
- GASB 68 and 75 update/review
- Preliminary Financial Statement Layout
- Preliminary Depreciation Schedule Test
- Review of Controls and Update of I/C and W/P
- Various Analytical Procedures
- Preparation of and Electronic Filing of State Controller's Report
- See scope of work – attachment A

Field Work:

- Review of G/L and Beginning Balance Test
- Review of Minutes
- Payroll Test
- Revenue Test
- Disbursement Test
- Review of Contracts, Grants and Agreements, Asset Additions and Deletions
- GASB 68 Update
- Review of MD&A and Footnotes Update
- Prepare Various Confirmations
- Exit Conference

Report Preparation:

- Prepare Comparative Financial Statements and Footnotes
- Various Analytical Procedures
- Assists with Preparation of MD&A
- Prepare Preliminary Audit Report for Management Review
- Prepare Final Audit Report and Presentation at Board Meeting, if requested.

CAMP MEEKER RECREATION AND PARK DISTRICT

INDEPENDENT AUDIT PROPOSAL - Page 4

COST

Hourly Rates:

Partner/Senior Auditor	\$125.
Manager	\$95.
Support Staff	\$60.

Cost Proposal: (All Inclusive)

Y/E 6/30/22	\$12,750.
Y/E 6/30/23	\$12,750.
Y/E 6/30/24	\$13,500.
Y/E 6/30/25	\$14,750.
Y/E 6/30/26	\$15,950.

Prepare State Controller's Report **\$950/YR**

Total cost years 2022 and 2023	\$27,400.
Total cost years 2024, 2025 and 2026	\$47,050.
Total cost years 2022-2026	\$74,450.

Other Relevant Information:

Member California Society of CPA's
Member California Special Districts Association
Peer Reviewed AICPA Peer review program
Professional Liability Insurance Carrier State Farm Ins. \$1,000,000. Limit

Should you need any additional information regarding this proposal please call John E. Blomberg, CPA at (209) 466-3894.

Respectfully Submitted,



John E. Blomberg, CPA, President

Resume of John E. Blomberg, C.P.A

1013 N. California St.
Stockton, CA 95202



EDUCATION/LICENSE/MEMBERSHIP

- Certified Public Accountant, California – 1977
- **San Diego State University**, Bachelor of Science degrees in Accounting and Economics – 1974.
- Honorary Lifetime Member of California Society of Certified Public Accountants.
- Member of California Special Districts Association.

EXPERIENCE

Blomberg & Griffin Accountancy Corporation

President

1981-Present

- Conduct audit services to various organizations such as Special District, Non-Profit, and Professional Health Care Organizations.
- Conduct Water Rate Study to Special District
- Prepare tax returns for clients of diverse situations.
- Financial Planner
- Manage the company's employees, finances, and marketing.
- Meet with audit and tax clients

Steelgard, Inc.

1988-1990

Chief Financial Officer

- Managed all financial functions of 30-million-dollar manufacturing organization.

Keller, Blomberg, Griffin, & Co.

Partner

1978-1981

- Perform audits of Special Districts, Non -Profit, and Professional Health Care Organizations.
- Prepare tax returns for clients which own rental properties, companies, conduct business in other states and countries, and sell stocks and bonds.

Blomberg & Bott

1974-1978

Staff Accountant

- Perform audits of Special District, Non-Profit, and Professional Health Care Organizations.
- Prepare tax returns
- Write letters

COMPUTER SKILLS

- Microsoft Office 2010, Lacerte Tax Program, Thomson Reuters Audit Program, various accounting, and bookkeeping programs, and ten key.



Syed F. Bukhari C.P.A
1013 N. California Street
Stockton, CA 95202
syed@blombergcpa.com

WORK EXPERIENCE

Auditor/Accountant: Blomberg & Griffin, Stockton CA July'15- Current

Auditor/Accountant:

- Prepare Special District, non-profit, professional healthcare organization and Community Services District Audit.
- Prepare and submit Special District State Controller and Compensation report.
- Plan and prepare risk assessments and audit procedures for the audit.
- Assist with fieldwork audits and inform client with internal control measures.
- Worked on single audits and prepared working papers with intensive testing's.
- Analyzed, reviewed, and assessed reliability and fairness of clients' financial statements and communicated findings to management or board.
- Prepare individual and business tax returns.

Senior Specialist Accountant & Grants Accountant: San Joaquin Regional Transit District, Stockton

Senior Finance Specialist:

- Prepare Schedule of Federal Awards reconciliation for single audit.
- Manage State Transit Awards Reconciliation.
- Assist managers preparing Comprehensive Annual Financial Reporting.
- Manage retirement reconciliation, Transit Development Act, and Financial audit.
- Reconcile complex bank statements, Federal Receivable, Accrued Receivable, Accrued Payable, and reconcile Retirement statements on monthly basis and Prepare monthly reports for board meetings.
- Post Journal Entries, Accounts Payable, Accounts Receivable, and Revenue Collection batches.
- Prepare and submit packet for federal grants reimbursement.
- Calculate and record interest for Public Transit Modernization, Improvement and Service Enhancement Accounts (PTMISEA) and Low-Carbon Transit Operation Program (LCTOP) grants.

Olive Financial Services, Manteca CA January'15 –April'15

Accountant and Tax Preparer:

- Help individual and business clients to minimize tax liability and reduce audit risk. Inform them of any tax changes that affect their business and ensure compliance with taxing agency requirements.
- Review financial records such as income and documentation of expenditures to determine forms needed to prepare tax returns.
- Consult tax law handbooks or bulletins to determine procedures for preparation of a complex returns. Check data input or verify totals on forms prepared by others to detect errors in arithmetic, data entry, or procedures.
- Interview clients to obtain additional information on taxable income and deductible expenses and allowances.

Hilmar Cheese and Ingredients, Hilmar CA Jan–Apr 2013

Supply Chain Management Assistant:

- Designed and presented the expense reports of the merchandising and manufacturing of the product based on the stock
- Documented the company product's daily usage of ingredients and conserved the availability of the product to the market.
- Assisted the management with regards to the issues of collection accounts aging and resolved the areas of concerns of the customers.

Education

- **California State University East Bay, Bachelor of Science in Accounting and Finance**
- **CPA- Certified Public Accountant**
- **H&R Block Tax Training**

Skills

- QuickBooks Pro Advisor
- Lacerate Tax Software
- Special District Reporting Program
- Microsoft Office
- Thomson & Reuters Audit Program

RITA GILL

9375 Snow Creek Circle, Stockton, California 95212 • 510.303.6012 • rita.gill01@gmail.com



ACCOUNTING, AUDITING AND TAX SPECIALIST

Accounts Payable and Receivable, Payroll Management, Auditing Operations, Accounting and Auditing financial

QUALIFICATIONS PROFILE

Self-motivated and detail-oriented professional with strong analytical ability and effective accounting background honed through extensive work experience and education. Powered with well-honed organizational skills; able to prioritize, manage, and complete high volume of projects simultaneously, with high quality and keen attention to detail. Goal-oriented; thrive on challenges to meet organizational goals and excel in new environments. Equipped with strong leadership and team skills, along with an effective personnel management style. Dependable; able to accomplish work assignments on time, even under adverse situations.

CAREER HIGHLIGHTS

- ✓ Efficiently managed every accounting tasks handled over by team manager and completed tasks to satisfaction
- ✓ Over 5 years of accounting, auditing and tax return skills.
- ✓ Given outstanding performance in auditing and tax preparation.
- ✓ Ability to study data and draw conclusion to prepare the audit reports.
- ✓ Received employee of the month award for being best accountant amongst team members.
- ✓ Improved workflow efficiency in monitoring clients by digitizing recordkeeping and utilizing QuickBooks software.
- ✓ Strategically led a high-performance team to effectively handle increased volume of clients.
- ✓ Earned recognition by client for outstanding performance with tax and auditing matters. Received Above and Beyond Employee Award and a promotion to become Supervisor within only three months.

RELEVANT EXPERIENCE

BLOMBERG & GRIFFIN ACCOUNTANCY, STOCKTON, CA

Auditor/ Tax prepare

2016-Present

Perform audits for various different government districts and public accounting.

- Prepare work paper, inspect the paper work provided, and point out discrepancies.
- Create financial statements including all footnotes.
- Evaluate each account to make sure all items are properly coded in right chart of accounts.
- Help clients with creating budgets and analyzing future cost.
- Thoroughly review financials statement to make sure all items were booked correctly by management of company.
- Identify internal control weaknesses and present discrepancy to management.
- Assist client with setting up QuickBooks program to maintain financials in proper order.
- Prepare business and individual tax returns.

TG JOHNSON AND ASSOCIATES CPA FIRM, OAKLAND, CA

Accountant/Accounting Manager

2012-Present

Took in charge of entire office, manage and maintain all tasks including:

- Review financial prepare by bookkeepers on monthly basis. Prepare sales tax reports and payroll on monthly and quarterly basis.
- Help clients with creating budgets and analyzing future cost.
- Audit payroll and sales tax reports to eliminate errors.
- Thoroughly review financials statement and tax work to correct any discrepancies.
- Assisting in the performance of monthly bank reconciliations including researching all reconciling items.
- Assist client with tax return audits, tax notices and help them representing their case with government authorities.
- Over see entire accounting and tax return process to make sure all clients financial are prepare according to GAAP.
- Assist clients in projecting future tax dues based on income and expenses.
- Prepare business and individual complex tax returns. Help clients with preparing business property statements.

GUARDIAN COMPUTER SERVICES, PLEASANTON, CA

Accounting Intern

2012

Took charge of all the accounting functions in the business as well as purchase order payment and payroll audit every quarter.

- Perform document processing such as accounts payable, account receivable, monthly check runs, credit card payment processing for new contracts, new contract invoice as well as account receivable recurring processing and daily check deposits.
- Monitoring and checking the semi-monthly check run.
- Processing payroll by weekly.
- Created monthly invoice and sent to clients.

JP MORGAN CHASE, Pleasanton, CA

Business Analyst

2006–2009

Professionally communicated with key individuals to effectively perform remote audits on third-party collection agencies for Washington Mutual accounts as well as internal audits for the Post-Sales Servicing and Outsource Servicing departments.

- Prepared accurate findings reports of remote audits to management and appropriate agencies while maintaining confidentiality.
- Ensured compliance of calls with company and federal regulations as well as processing of identified audit issues by following up on status of action plans.
- Successfully reduced error rate and risk of costly complaints or lawsuits by thoroughly reviewing probate and bankruptcy audit.

WASHINGTON MUTUAL, Pleasanton, CA

Operations Specialist

2005–2006

Efficiently processed high-volume inquiries from buyers regarding charge off sold accounts; reconciled general ledger and handled customer relations issues on a daily basis.

- Leveraged analytical skills and keen attention to detail in conducting fraud investigations for sold accounts and identifying and resolving complex outstanding differences, properly communicating with key personnel and clients.
- Managed all correspondence and promptly processed daily credit report updates and media requests, including statements and reply cards.

EDUCATION / CREDENTIALS

Bachelor of Science in Accounting and Finance: 2011 • California State University, East Bay, CA
Ethics Training, Washington Mutual and Chase

TECHNICAL SKILLS

Microsoft Access, Accounting Mate, QuickBooks, Lacert, and Microsoft Office Suite (Excel, Outlook, PowerPoint, Publisher, and Word)



Gabriela Mendoza
1013 N. California St.
Stockton, CA 95202
(209)466-3894
Gaby@blombergcpa.com

EDUCATION

Individual Income Tax Course/Accounting I
San Joaquin Delta College, Stockton, CA -2004

Various Microsoft Word, Excel Programs
San Joaquin Delta College, Stockton, CA - 2003

Graduate, Student
Franklin High School, Stockton, CA - 2001

WORK EXPERIENCE

Blomberg & Griffin Accountancy Corporation
Office Manager/Bookkeeper

2001-Present

- * Assist CPA in various complex governmental, not-for-profit, and professional Organizations Audits
- * Prepare payroll tax returns
- * Bookkeeping for small to medium size organizations in the Central Valley of California
- * Prepare bank reconciliations
- * Prepare tax returns for various corporations, partnerships, and individuals
- * Consult clients for greater economic improvement
- * Prepared sales tax reports
- * Delegate responsibilities to employees to meet company expectations

COMPUTER SKILLS

- * Microsoft Office Programs
- * CSA Accounting Software
- * Bookkeeping Solutions
- * Lacerte Tax Programs
- * QuickBooks

LANGUAGE SKILLS

- * Bilingual (Spanish/English)



121 #1 INDUSTRIAL RD. BELMONT, CA 94002
www.SPECPLAY.com | 800.475.1071



Camp Meeker

Camp Meeker, CA

Playground Equipment Proposal_V2

February 2022

CLSB # 1050307 DIR

1000064237

55 of 83

A young boy with blonde hair, wearing a blue t-shirt and dark shorts, is climbing a rope ladder on a complex metal playground structure. The structure is made of blue and grey metal beams and ropes, with green plastic caps on some of the joints. The background is a bright blue sky with white clouds. The text is overlaid on the image in a clean, sans-serif font.

Specified Play Equipment Company's mission is to develop **self-regulated** play experiences for people of all ages and abilities to exercise **risk, failure,** and **mastery.**

As Experts in Play, Sport and Park

We Consult, Collaborate, Design and Construct

www.specplay.com
info@specplay.com
800.475.1071





Camp Meeker has requested playground designs that are accessible, dynamic, include rope play and fit into the natural ecosystem around the site. The space that has the current play equipment has been chosen as the location for the new playground. The shape of the proposed box follows the contour lines provided by a third party site survey and therefore the natural contours of the site. The scope of work from SPEC is to supply and install the new playground and containment border on a totally prepared site by others.



We have developed different designs for the space. All equipment presented herein is 100% ASTM, CPSC, and ADA compliant and is age and developmentally appropriate for the age group. It is our hope that you enjoy reviewing the designs and estimates in this proposal and we look forward to your questions, comments, and/or ideas for revisions. Thank you for the opportunity!

Understanding of Project and Current Site Conditions

www.specplay.com
info@specplay.com
800.475.1071



PLAY AREA:
1554 SF

MAXIMUM
FALL HEIGHT:
8'

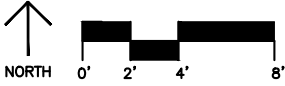
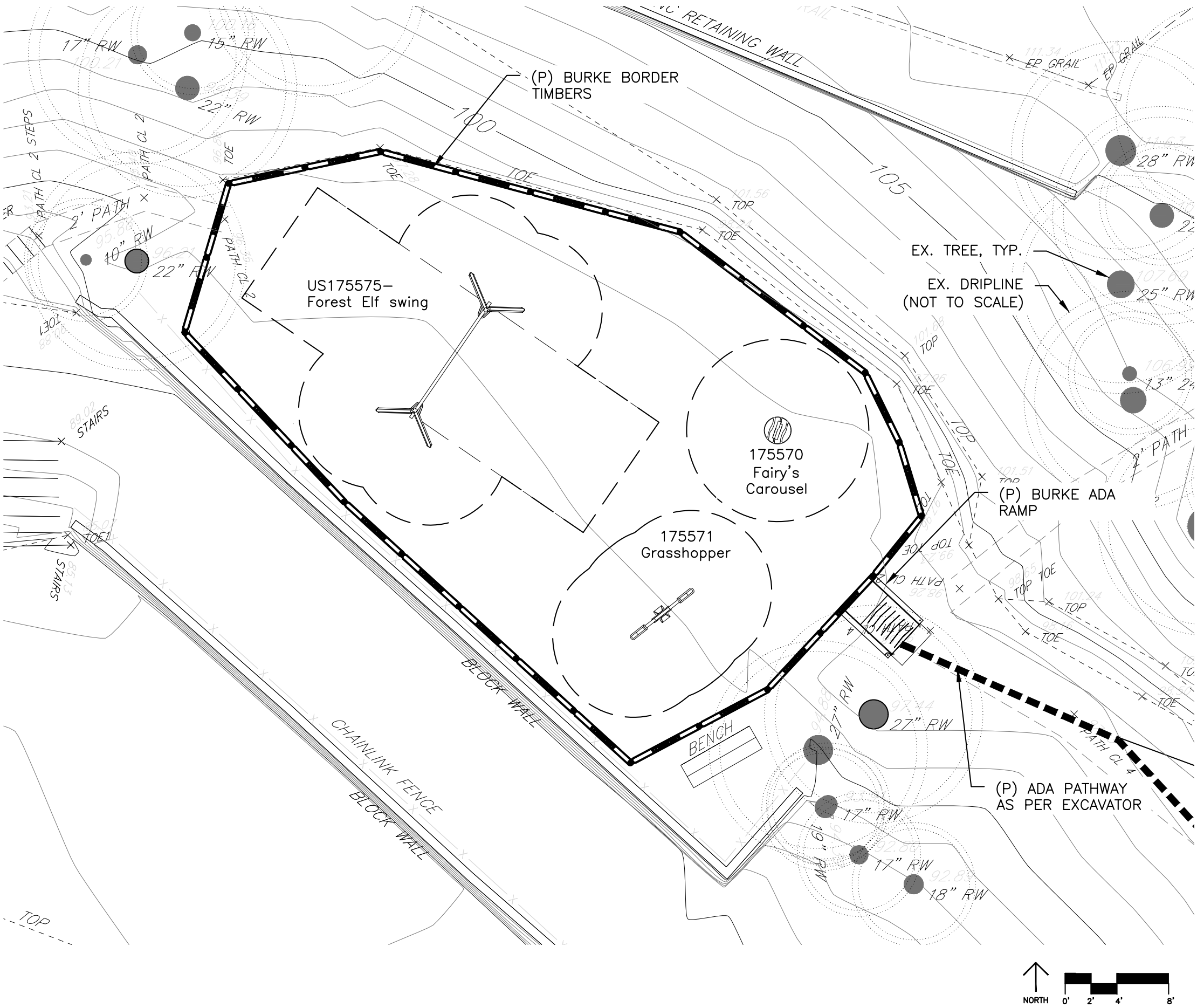
DESIGNED FOR
CHILDREN AGES:
☐ 2-5 YEARS
☒ 5-12 YEARS
☐ 13+ YEARS

WARNING!
ACCESSIBLE SAFETY
SURFACING MATERIAL
IS RECOMMENDED
BENEATH AND
AROUND THIS
EQUIPMENT

ALTHOUGH ATTEMPTS
HAVE BEEN MADE TO
PROVIDE AN
ACCURATE SITE, IT
MAY NOT TRULY
REPRESENT THE AREA
WHERE THIS
STRUCTURE IS TO BE
PLACED.

THE USE AND
LAYOUT OF THESE
COMPONENTS
CONFORM TO THE
REQUIREMENTS OF
ASTM F1487.

PROPRIETARY
STATEMENT
THIS DOCUMENT
CONTAINS
CONFIDENTIAL AND
PROPRIETARY
INFORMATION AND
CANNOT BE
REPRODUCED OR
DIVULGED, IN WHOLE
OR IN PART,
WITHOUT WRITTEN
AUTHORIZATION OF
SPECIFIED PLAY
EQUIPMENT CO.



121 #1 INDUSTRIAL RD.
BELMONT, CA 94002

Signature _____ Date _____
Name _____ License No. _____

Camp Meeker
Playground
5240 Bohemian Hwy
Camp Meeker, CA 95419

Project Stage
DD

Drawn By: KMR
Checked By: _____
Date: 2/2/22

No.	Revision/Issue	Date

Sheet Title
PLAYGROUND
AREA LAYOUT

Project	SP-000	Sheet	01
Date	2/2/22		
Scale	As Noted		



Playground Design 1

Camp Meeker Estimated Budget Spreadsheet		
Design 1		
Description		
Border Timbers 6'x12" - 26 total plus one ADA ramp		\$3,526
EWf - 12" to reach impact attenuation per ASTM requirements - 60 cubic yards blown in		\$3,600
Offload and Storage: Provide labor and storage to offload Lappset shipment at Santa Clara Facility and deliver to job site once ready for installation. Includes disposal of shipment packaging		\$2,080
Installation of Design 1 Playground equipment and timbers. Footing spoils spread on site		\$15,250
Equipment per Lappset Design 1		\$9,865
Freight		\$3,900
Tax		\$971
Project Total		\$39,192

PLAY AREA:
1554 SF

MAXIMUM
FALL HEIGHT:
7'-9"

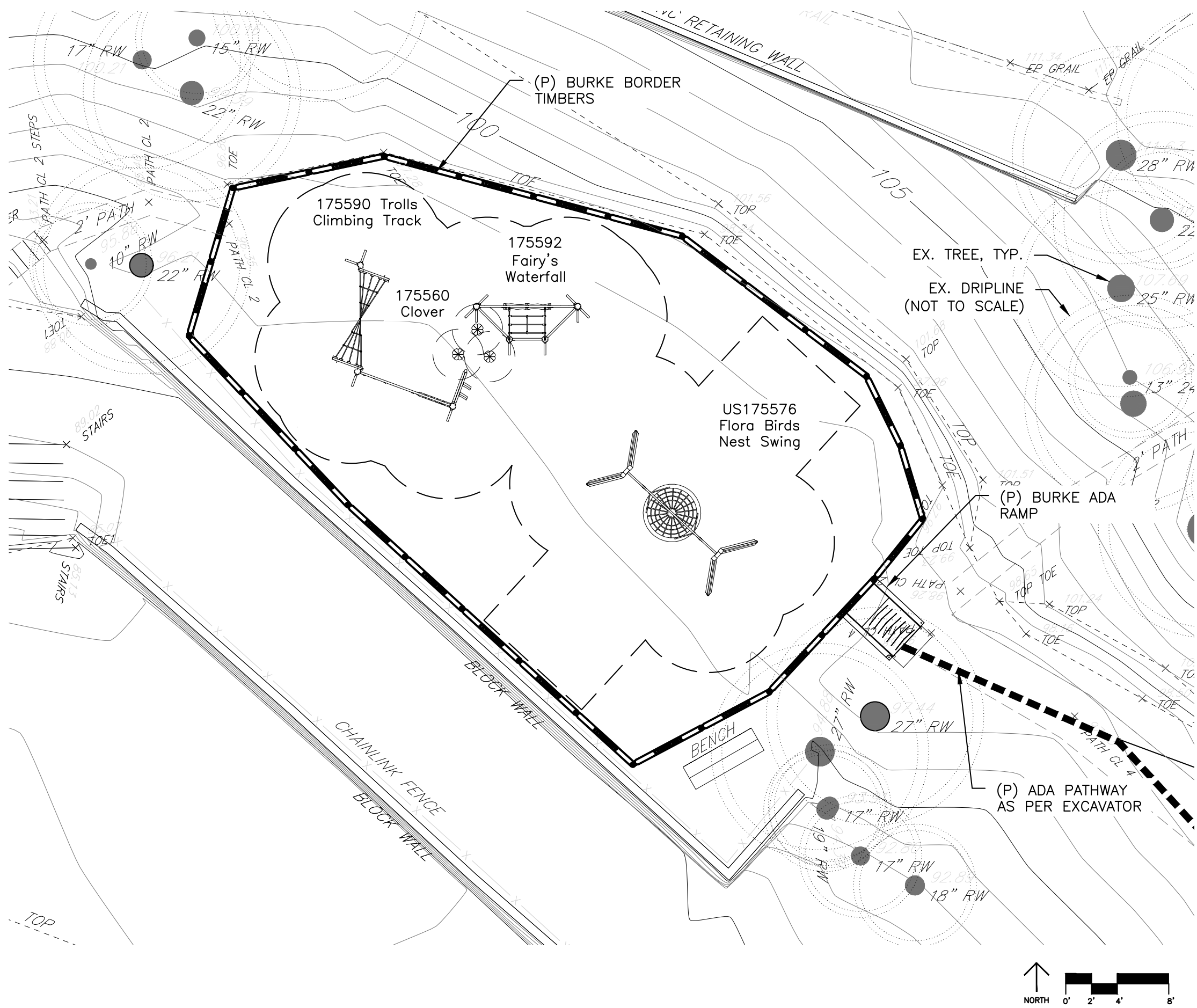
DESIGNED FOR
CHILDREN AGES:
☐ 2-5 YEARS
☒ 5-12 YEARS
☐ 13+ YEARS

WARNING!
ACCESSIBLE SAFETY
SURFACING MATERIAL
IS RECOMMENDED
BENEATH AND
AROUND THIS
EQUIPMENT

ALTHOUGH ATTEMPTS
HAVE BEEN MADE TO
PROVIDE AN
ACCURATE SITE, IT
MAY NOT TRULY
REPRESENT THE AREA
WHERE THIS
STRUCTURE IS TO BE
PLACED.

THE USE AND
LAYOUT OF THESE
COMPONENTS
CONFORM TO THE
REQUIREMENTS OF
ASTM F1487.

PROPRIETARY
STATEMENT
THIS DOCUMENT
CONTAINS
CONFIDENTIAL AND
PROPRIETARY
INFORMATION AND
CANNOT BE
REPRODUCED OR
DIVULGED, IN WHOLE
OR IN PART,
WITHOUT WRITTEN
AUTHORIZATION OF
SPECIFIED PLAY
EQUIPMENT CO.





Playground Design 2

Camp Meeker Estimated Budget Spreadsheet		
Design 2		
Description		
Border Timbers 6'x12" - 26 total plus one ADA ramp		\$3,526
EWf - 12" to reach impact attenuation per ASTM requirements - 60 cubic yards blown in		\$3,600
Offload and Storage: Provide labor and storage to offload Lappset shipment at Santa Clara Facility and deliver to job site once ready for installation. Includes disposal of shipment packaging		\$2,080
Installation of Design 2 Playground equipment and timbers. Footing spoils spread on site		\$15,250
Equipment per Lappset Design 2		\$23,070
Freight		\$4,875
Tax		\$1,928
Project Total		\$54,329

PLAY AREA:
1554 SF

MAXIMUM
FALL HEIGHT:
7'-11"

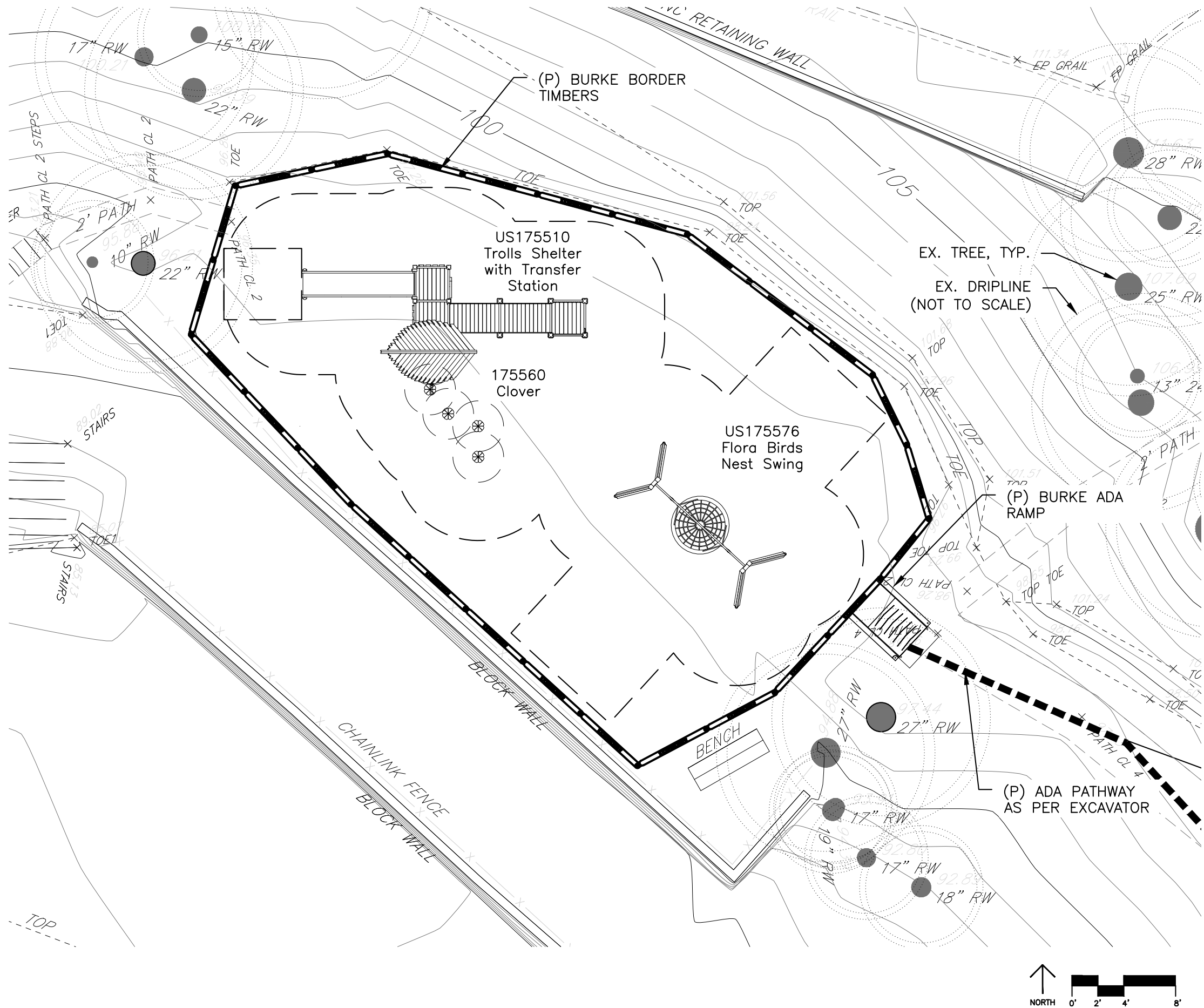
DESIGNED FOR
CHILDREN AGES:
☐ 2-5 YEARS
☒ 5-12 YEARS
☐ 13+ YEARS

WARNING!
ACCESSIBLE SAFETY
SURFACING MATERIAL
IS RECOMMENDED
BENEATH AND
AROUND THIS
EQUIPMENT

ALTHOUGH ATTEMPTS
HAVE BEEN MADE TO
PROVIDE AN
ACCURATE SITE, IT
MAY NOT TRULY
REPRESENT THE AREA
WHERE THIS
STRUCTURE IS TO BE
PLACED.

THE USE AND
LAYOUT OF THESE
COMPONENTS
CONFORM TO THE
REQUIREMENTS OF
ASTM F1487.

PROPRIETARY
STATEMENT
THIS DOCUMENT
CONTAINS
CONFIDENTIAL AND
PROPRIETARY
INFORMATION AND
CANNOT BE
REPRODUCED OR
DIVULGED, IN WHOLE
OR IN PART,
WITHOUT WRITTEN
AUTHORIZATION OF
SPECIFIED PLAY
EQUIPMENT CO.



SPEC
SPECIFIED PLAY EQUIPMENT CO.

121 #1 INDUSTRIAL RD.
BELMONT, CA 94002

Signature _____ Date _____
Name _____ License No. _____

Camp Meeker
Playground

5240 Bohemian Hwy
Camp Meeker, CA 95419

Project Stage
DD

Drawn By KMR Date 2/2/22
Checked By _____ Date _____

No.	Revision/Issue	Date

Sheet Title
PLAYGROUND
AREA LAYOUT

Project	SP-000	Sheet	03
Date	2/2/22	Scale	
Scale	As Noted		



Playground Design 3

Camp Meeker Estimated Budget Spreadsheet		
Design 3		
Description		
Border Timbers 6'x12" - 26 total plus one ADA ramp		\$3,526
EWf - 12" to reach impact attenuation per ASTM requirements - 60 cubic yards blown in		\$3,600
Offload and Storage: Provide labor and storage to offload Lappset shipment at Santa Clara Facility and deliver to job site once ready for installation. Includes disposal of shipment packaging		\$2,080
Installation of Design 3 Playground equipment and timbers. Footing spoils spread on site		\$15,250
Equipment per Lappset Design 3		\$24,258
Freight		\$5,557
Tax		\$2,014
Project Total		\$56,285



Playground Design 4

Camp Meeker Estimated Budget Spreadsheet		
Design 4		
Description		
Border Timbers 6'x12" - 26 total plus one ADA ramp		\$3,526
EWf - 12" to reach impact attenuation per ASTM requirements - 60 cubic yards blown in		\$3,600
Offload and Storage: Provide labor and storage to offload Lappset shipment at Santa Clara Facility and deliver to job site once ready for installation. Includes disposal of shipment packaging		\$2,080
Installation of Design 4 Playground equipment and timbers. Footing spoils spread on site		\$25,380
Equipment per Lappset and Berliner Design 4		\$59,925
Freight		\$11,985
Tax		\$4,600
Project Total		\$111,096

SPEC Guarantee

Specified Play Equipment provides FREE warranty labor on all SPEC installed equipment in California

- Equipment must have been originally installed by SPEC installers
- Labor covered must be on Equipment under manufacturer's warranty
- Covers all SPEC Playground and Sport Equipment brands
- Applies only to customers in California

SPEC Guarantee Case Study

If Burke slide breaks 14 years after installation

Manufacturer + SPEC:

Cost to replace broken slide:

\$0 equipment

\$0 freight

\$0 installation

Total: \$0

Other Companies:

Cost to replace broken slide:

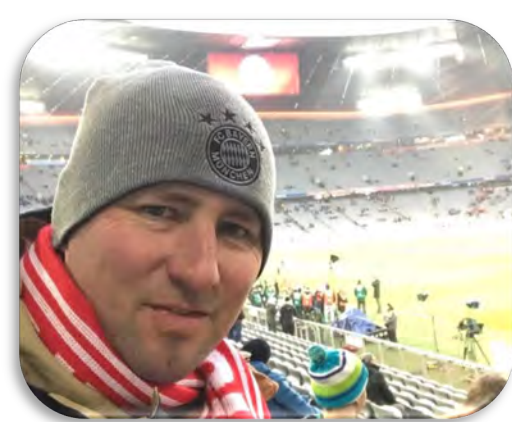
\$4,700 equipment

\$1,300 freight

\$3,000 installation

Total: \$9,000

Burke Provides NEW 15 Year warranty on the replacement slide!



David Yosso
Principal/Owner



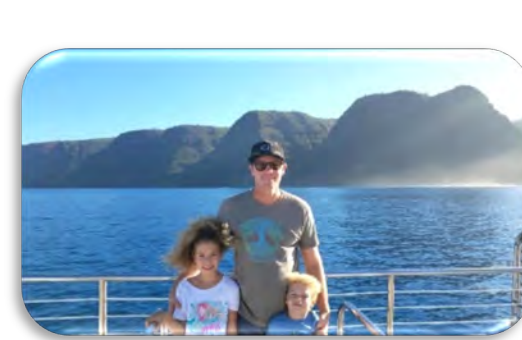
Daya Sanchez
Community Outreach
Coordinator



Denise Yosso
Office Manager



Amanda Brown
Marketing Designer



Brad Bailey
Structural Engineer



Chris Olsen
Senior Project Manager



Caroline O'Neal
Project Manager



Kacy Roeder
Playground Design Manager



Angel Tellez
Project Manager



Erin Wern
Project Manager

Pete Chiamos

Parks Manager
City of Foster City
650.286.3549
pchiamos@fostercity.org

Joseph Pandolfo, EdD.

Deputy Superintendent
Rincon Valley Union School District
707.542.7375
jpandolfo@rvusd.org

Geoff de Santis

Operations Director
Sacred Heart Schools of San Francisco
415.345.5901
Geoff.desantis@sacredsfs.org

John Gianoli

Parks Manager
City of Millbrae
650.333.0766
jgianoli@ci.millbrae.ca.us

Toks Ajike

Project Manager
Capital Improvement Division
City of San Francisco
415.581.2543
Toks.ajike@sfgov.org

La Shawn Butler

Parks and Recreation Director
City of Dublin
925.833.6645
Lashawn.butler@dublin.ca.gov

Sheila Canzian

Recreation
City of San Mateo
Director of Parks
650.522.7404
scanzian@cityofsanmateo.org

Lizzy Hirsch

Parks and Team Leader,
Landscape Architecture
City of San Francisco
415.558.4494
lizzy.Hirsch@sfdpw.org

Matt Gruber

Landscape Architect
City of Pleasanton
925.931.5650
mgruber@cityofpleasanton.ca.gov

Jeff Miller

Principal
Miller Company Landscape Architects
415.559.1914
jmiller@millercomp.com

David Fletcher

Principal
Fletcher Studios
415.230.9144
dfletcher@fletcherstudio.com

David Yosso provided a Free Needs Assessment for Rincon Valley School District to review all our playground equipment. We used this comprehensive report to replace our equipment with a district wide standard. We interviewed and asked other districts to make sure we did our due diligence. SPEC was suggested for our short list interviews among all the major brands and companies. SPEC has proven to be the most trustworthy, price competitive, and reliable company on the market. We can't say enough about the professionalism and honesty we receive from the SPEC staff and their products and services are amongst the highest quality at a reasonable price. RI/USD can rely on SPEC to provide what they say they will provide on time and under budget.

Joseph Pandolfo, Ed.D. Deputy Superintendent, Rincon Valley Union School District

Mr. Yosso provided a Free Needs Assessment for Cotati-Rohnert Park School District and reviewed the entire school districts playground equipment. The district came up for a bond and since our equipment was so old and out of compliance we had the opportunity to replace all our equipment with a district standard. Working with Mr. Yosso is easy and reliable. He comes through when he says he will and is extremely knowledgeable and accountable. I've worked with several other playground companies in the past but now that we work with David Yosso and SPEC we are set.

Josh Savage Executive Director, Cotati-Rohnert Park Unified School District



Imagine Playground - Dublin, CA

Imagine Playground in Dublin, CA is an “all-abilities” playground including state of the art play equipment for ages 2-12, fitness equipment for ages 13+, adult fitness equipment, outdoor music for all ages, and beautiful site furnishings throughout. Our team’s intention was to create the jewel of the Tri-Valley community, designed with extensive public input and a strong emphasis on addressing community needs.

From its inception, Imagine Playground was envisioned to be an impactful space that helps to fill the need for accessible, all-inclusive play spaces within the City of Dublin and the greater Bay Area.

The project was a collaborative effort between The City of Dublin, Gates + Associates Landscape Architects, and SPEC. “Parks Make Life Better” is a mission that deeply resonates with the entire design team.

A few years ago, the City adopted a new slogan and imagery campaign that emphasized Dublin as a place where residents can relax, socialize with fellow community members, and enjoy the casual suburban atmosphere. Their slogan, “The New American Backyard,” represents Dublin’s diverse accessibility to parks, community centers, businesses, trails, and local events that residents can enjoy without having to leave their community. In a similar vein, Gates + Associates’ mission is to “Get People Outside,” which is reflected in both our professional and personal belief that getting people outside can greatly improve not only physical and mental health among individuals, but also the greater community’s quality of life, cohesiveness, and sense of stewardship in their surroundings. Moreover, at SPEC our Mission is to develop self-regulated play experiences for people of all ages and abilities to exercise risk, failure, and mastery. Together, our three mission-driven firms and organizations collaborated to cohesively facilitate the Parks Make Life Better initiative.

Next Steps - Please Contact:

David Yosso

Specified Play Equipment Company
121 #1 Industrial Road Belmont, CA 94002

Contact Information

M: 650.863-5006

O: 800.475.1071



www.specplay.com
info@specplay.com
800.475.1071





AMERICORPS NATIONAL CIVILIAN COMMUNITY CORPS

Pacific Region

3427 Laurel Street
McClellan, CA 95652
(916) 640-0310
Fax (916) 640-0318

SUBJECT: AmeriCorps National Civilian Community Corps Third Party Liability and Federal Workers' Compensation Coverage

To Whom It May Concern:

The Corporation for National and Community Service (Corporation) is a self-insured federal agency. Consequently, Corps Members, Team Leaders, and Federal employees of the Corporation (including members and employees of the National Civilian Community Corps) are covered by the provisions of the Federal Tort Claims Act (liability claims) and the Federal Employees Compensation Act (workers' compensation claims) 42 U.S.C. §12620 (b) & (c). Accordingly, any injuries or property damaged caused by the negligence of an NCCC member, Team Leader, or employee will be assumed by the United States Government if it is determined that the individual was acting within the scope of his/her official service activity or employment at the time of the potentially compensable event.

Similarly, because the Federal Employees Compensation Act is an exclusive remedy for service-connected injuries of members and NCCC employees, a claim for injuries received by a Corps Member or Team Leader will be processed by the Corporation while the individual is assigned to the NCCC, and then submitted to the Department of Labor, who will make a determination as to whether the claim is appropriate and payable. NCCC Federal employees are also subject to the Federal Employees Compensation Act for on-the-job injuries. Consequently, their claims will also be submitted to the Department of Labor after their injuries have occurred, for adjudication.

In addition to the Workers' Compensation coverage for any "service-connected" injuries, NCCC members and Team Leaders also are covered by the NCCC's health benefits program while they are enrolled in the program. This coverage generally includes any injuries received by Corps Members and Team Leaders (whether service-connected or not), as well as any sickness suffered by these individuals during the course of their enrollment in the NCCC.

If you have questions, please feel free to contact me at 202-200-9043 or tkishi@cns.gov

Sincerely,

Takeo Kishi
Assistant Program Director



SAFERWE

OP ID: FN

CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
 03/15/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Open Door Ins Services, Inc. P.O. Box 428 Occidental, CA 95465 Fawn Nekton		707-874-2666 CONTACT NAME: Angela Gianni PHONE (A/C, No, Ext): 707-874-2666 FAX (A/C, No): 707-874-1233 E-MAIL ADDRESS: angela@opendoorins.com	
INSURED Safer West County DBA: Fire Safe Occidental PO Box 1132 Occidental, CA 95465		INSURER(S) AFFORDING COVERAGE INSURER A : NonProfits' Insurance Alliance INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	
		NAIC # 10023	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			2022-62414	01/01/2022	01/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 LiquorLia \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			2022-62414	01/01/2022	01/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10000			2022-62414-UMB	01/01/2022	01/01/2023	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N <input checked="" type="checkbox"/> N / A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liab			2022-62414	01/01/2022	01/01/2023	LiquorLia \$ \$1M/\$1M
A	Volunteer Accident			2022-62414	01/01/2022	01/01/2023	Volunteer \$ 250,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate is provided for information only. Certificate holders and additional insured endorsements will be provided upon request.

CERTIFICATE HOLDER

CANCELLATION

Safer West County DBA: Fire Safe Occidental PO Box 1132 Occidental, CA 95465	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--



VOLUNTEER AGREEMENT AND RELEASE FROM LIABILITY

1. I, **[full name of volunteer]**, agree to work for **Safer West County** as a volunteer on **[name project or activity]** on/from **[timeframe of project]**.
2. As a volunteer, I understand that I control the dates and times when I do the work and that **Safer West County** is not responsible for scheduling my volunteer work. I also understand that I will not be compensated for any time spent volunteering, nor am I entitled to benefits, including employment insurance benefits upon the termination of this agreement or as a result of this service.
3. I am aware that participation as a volunteer may require periods of **[describe physical requirements, i.e. standing, lifting and carrying up to 40 pounds]** and will require the exercise of reasonable care to avoid injury. I am voluntarily participating in this activity with knowledge of the hazards and potential dangers involved, and agree to accept any and all risks of personal injury and property damage.
4. As consideration for volunteering for **Safer West County**, I hereby agree that I, and my assignees, heirs, guardians, and legal representatives, will not make a claim against or sue **Safer West County** or its employees, agents or contractors for injury or damage resulting from the negligence, whether active or passive, or other acts, however caused, by any of its officers, employees, agents, or contractors of **Safer West County** as a result of my volunteering. I HEREBY RELEASE AND DISCHARGE **Safer West County** AND ITS OFFICERS, EMPLOYEES, AGENTS AND CONTRACTORS FROM ALL ACTIONS, CLAIMS, OR DEMANDS THAT I, MY HEIRS, GUARDIANS, AND LEGAL REPRESENTATIVES NOW HAVE, OR MAY HAVE IN THE FUTURE, FOR INJURY OR DAMAGE RESULTING FROM MY PARTICIPATION IN THE PROJECT.
5. I UNDERSTAND THAT IF I AM INJURED IN THE COURSE OF THE PROJECT, I AM NOT COVERED BY ANY 'WORKERS' COMPENSATION PROGRAM. I authorize **Safer West County** to seek emergency medical treatment on my behalf in case of injury, accident or illness to me arising from my involvement as a volunteer. I understand that I will be responsible for medical costs incurred by such accident, illness or injury.



6. I understand that the materials and tools provided by **Safer West County** are and remain the property of **Safer West County**, and I agree to return these tools and any remaining materials to **Safer West County** at the end of my volunteer service.

7. I HAVE CAREFULLY READ THIS AGREEMENT AND FULLY UNDERSTAND ITS CONTENTS.

I AM AWARE THAT THIS IS A RELEASE OF LIABILITY, AND SIGN IT OF MY OWN FREE WILL.

Date

Volunteer Signature

Printed Name

Date

Safer West County Representative Signature

Printed Name



If volunteer is under 18 years of age, parent or guardian must read and sign the following:

This release, its significance, and assumption of risk have been explained to and are understood by the minor.

Date

Parent or Guardian Signature

Printed Name

RESOLUTION NO. 2022-004 (SUBSEQUENT)

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMP MEEKER RECREATION AND PARK DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE CAMP MEEKER RECREATION AND PARK DISTRICT FOR THE PERIOD APRIL 1, 2022 THRU APRIL 30, 2022 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the CAMP MEEKER RECREATION AND PARK DISTRICT is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of CAMP MEEKER RECREATION AND PARK DISTRICT's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted a Resolution, Number 2021-017 on October 19, 2021 and Resolution Number 2021-018 on November 16, 2021, Resolution Number 2021-0019 on December 14, 2021, Resolution Number 2022-001 on January 18, 2022, and 2022-003 on February 15, 2022 finding that the requisite conditions exist for the legislative bodies of CAMP MEEKER RECREATION AND PARK DISTRICT to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, A STATE OF EMERGENCY REMAINS ACTIVE – DESCRIBED IN GOVERNOR NEWSOM’S MARCH 4, 2020 PROCLAMATION HERE; and

WHEREAS, ORDERS FROM STATE OR SONOMA COUNTY OFFICIALS IMPOSING OR RECOMMENDING SOCIAL DISTANCING MEASURES DESCRIBE HOW MEETING IN PERSON WOULD PRESENT IMMINENT RISK TO HEALTH AND SAFETY OF ATTENDEES; and

WHEREAS, the Board of Directors does hereby find that THE MARCH 4, 2020 STATE OF EMERGENCY, **AND**, SOCIAL DISTANCING ORDERS **OR** CONDITIONS CAUSING IMMIMENT RISK TO ATTENDEES has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California RATIFY SONOMA COUNTY ORDERS FOR SOCIAL DISTANCING; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative bodies of CAMP MEEKER RECREATION AND PARK DISTRICT shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, MEETINGS WILL BE CONDUCTED UTILIZING THE ZOOM APPLICATION INCLUDING ACCESS TO INSURE ACCESS BOTH BY DIGITAL DEVICES INCLUDING TELEPHONE FOR THE PUBLIC.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE CAMP MEEKER RECREATION AND PARK DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and SOCIAL DISTANCING ORDERS established by the County of Sonoma and/or the State of California **and that meeting in person would present imminent risk to vulnerable individual members of the public increasing the likelihood of transmission of the COVID-19 virus** from those members of the public who have chosen to be unvaccinated.

Section 3. Re-ratification of Governor’s Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California’s Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The staff and Board members and legislative bodies of Camp Meeker Recreation and Park District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution and the following amendment shall take effect immediately upon its adoption and shall be effective until the earlier of (i) December 31, 2021, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Camp Meeker Recreation and Park District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Camp Meeker Recreation and Park District, this 22nd day of March, 2022, by the following vote:

AYES: NOES: ABSENT: ABSTAIN:

John McDaniel, Secretary/Treasurer

Vote	Yes	No
Tominia		
Helfrich		
McDaniel		
Larson		
Watson		