

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

Tuesday, May 21, 2019 7:00 pm
DISTRICT OFFICE (Next to the Fire Station)
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. STATEMENTS OF ABSTENTION

V. PUBLIC COMMENT

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

VI. CONSENT ITEMS (10 minutes)

- A. Approval of Minutes
 - 1. April 16, 2019 minutes
- B. Payment of Claims
- C. Journal Entry Approval
 - Journal 2019-050: County Tax Transfer
- D. Administrative and Financial Report

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

- A. Report of operations for the current month.

IX. ACTION ITEMS

- A. UPDATE PROPOSED CMVFD CONTRACT (Jim Stephens, 10 minutes)
 - DESCRIPTION: The Board will discuss the possibility of an administrative contract with Sonoma County on the part of CMVFD.
 - PROPOSED ACTION: None anticipated.
- B. WATER CUSTOMER WRITE-OFF ACCOUNT 110 (Staff, Russian River Utility, 5 minutes)
 - DESCRIPTION: Former owner of 124 Fir, Kris Edwards sold the property leaving a balance due the water system of \$66.48. Russian River Utility staff requests Board authorization to “write-off” this balance that is not the responsibility of the new owner, Karen Olsen.
 - PROPOSED ACTION: The Board may/may not authorize write-off of \$66.48 from Kris Edwards former owner of 124 Fir and account 110.

C. RESOLUTION 2019-003: ORDERING THAT AN ELECTION BE HELD AND REQUESTING CONSOLIDATION WITH THE NOVEMBER 5, 2019 GENERAL ELECTION (Staff, 5 minutes)

DESCRIPTION: The regular biennial election of the District's Board of Directors will take place on November 5, 2019. Nominations for offices open on July 15 and close August 9.

Incumbents who fail to file during the nomination period will be eligible for a five-day extension through 5:00 p.m. on August 14. Consolidation results in the County handling all arrangements for the election and cost reduction to the District. The two incumbents are McDaniel, and Watson. The offices are four-year terms beginning December 2, 2019. The Board will also confirm the District's boundaries and decide length and responsibility for Statements of Qualifications.

PROPOSED ACTION: The Board may/may not approve Resolution 2017-001 and the associated matters relative to the November 7, 2017 election process.

D. RESOLUTION 2019-004: APPROVAL OF DISTRICT APPROPRIATION LIMIT JULY 1, 2019 THROUGH JUNE 30, 2020. (Staff, 5 minutes)

DESCRIPTION: California State law requires the District, annually, to choose an appropriations (spending) limit and the method by which the limit is determined. This law was adopted by the California voters through the Initiative Process in 1979. It was known as Prop 4, and it basically adds further limits on taxation limits under Prop 13. The way the annual Appropriations Limit law works, a District may not levy taxes greater than the prior year, adjusted for a cost of living factor. Since Camp Meeker never spends more than its allowed Appropriations Limit [i.e. your District runs on less tax dollars than otherwise allowed], this Annual Appropriations Limit process is largely a formality for the District and its Board. The Appropriations Limit does, however, serve as the maximum amount of tax dollar generated money that can be spent by the District. Traditionally, the District has used the standardized appropriations limit calculations provided by the County of Sonoma auditor's office. Note that this limit applies only to the District's tax dollars, and does not set a limit on the "enterprise" sourced revenues (i.e. the dollars you pay for water). The County of Sonoma Auditor recommends that the District's limit be established at \$296,597 for the fiscal year ending June 30, 2020.

PROPOSED ACTION: The Board may/may not will decide whether to approve Resolution 2019-004 establishing the District's appropriation's limit for the fiscal year ending June 30, 2020.

E. UPDATE: VOLUNTEER APPRECIATION: BOARD SERVICE CATHIE ANDERSON (Gary Helfrich, Staff, 10 minutes)

DESCRIPTION: The Board will review presentation of appreciation for Catherine (Cathie) Castle Anderson's long-term service on the Recreation and Park Board.

PROPOSED ACTION: No action needed.

F. SCWA INVOICES AND AMENDED AGREEMENT (Anthony Tominia, 5 minutes)

DESCRIPTION: The Sonoma County Water Agency has submitted bills to the District totaling \$11,841.71 for water in accordance with the amended agreement of October 2016. The Board will discuss the agreement and bills.

PROPOSED ACTION: The Board may take further action.

G. PROPOSED POLICY: ABANDONED AUTO ON DISTRICT PROPERTY (Valery Larson, 5 minutes)

DESCRIPTION: The Board will review a proposed policy to address automobiles abandoned on District property and removal thereof.

PROPOSED ACTION: The Board may/may not take further action regarding abandoned automobiles on District owned property.

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 District's website at the following address:

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

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

Tuesday, April 16, 2019 7:00 pm
DISTRICT OFFICE (Next to the Fire Station)
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

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

II. ROLL CALL

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

III. APPROVAL OF AGENDA

A motion was made by Anthony Tominia, and seconded Anthony Valery Larson to approve the agenda with the deletion of Action Item B.

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

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

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.

There was no public comment.

VI. CONSENT ITEMS

A. Approval of Minutes

1. March 26, 2019 minutes

A motion was made by Valery Larson, and seconded by John McDaniel to approve the March 26, 2019 minutes as recorded.

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

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

The motion was approved.

B. Payment of Claims

A motion was made by Anthony Tominia, and seconded by Valery Larson to approve the April 16, 2019 warrant request 2018/2019-010 as follows:

2018-2019-010	RP-April 2019	6,330.78
\$18,861.65	Water-April 2019	12,530.87

Wells Fargo Bank Checks 1906-1914 Wells Fargo Investment 1016-\$30,000.00, and Bank of the West checks 639 and 640 in payment of expenses and water receipt transfers. Check 1909 was voided and replaced.

C. Journal Entry Approval

There were no journal entries beyond those interest and ongoing recurring entries.

D. Administrative and Financial Report

Ms. Doran-Girard reported that the final filing for reimbursement for the State Parks Habitat grant has been completed, the required Government Compensation report will be submitted this coming week, and up dated the Board on various items with respect to the District's website, Property Tax estimates for year-end, Elections and State Compensation insurance.

VII. REPORT OF THE WATER SYSTEM OPERATOR

- A. In the absence of Russian River Utility staff, the water report as provided by email to District Staff was conveyed to the Board. Water customer delinquencies have been reviewed.

IX. ACTION ITEMS

A. ANDERSON HALL RENTAL POLICY

DESCRIPTION: John McDaniel reviewed an updated version of proposed rental policies with respect to Anderson Hall rentals and formalize said policy. The purpose of the proposed policies is to insure transparency and consistency in the rate structure and administration of the client rentals and payment conditions.

ACTION: A motion was made by Anthony Tominia, and seconded by Valery Larson to approve the proposed policies is to insure transparency and consistency in the rate structure and administration of the client rentals and payment conditions.

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

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

The motion was approved.

B. VOLUNTEER APPRECIATION: BOARD SERVICE CATHIE ANDERSON

DESCRIPTION: The Board reviewed plans for installation and presentation of appreciation for Catherine (Cathie) Castle Anderson's long-term service on the Recreation and Park Board.

ACTION: The Board agreed that the presentation will be held at the playground on Sunday, May 19 at noon. Plan and responsibilities for presentation will be determined by staff and Board members.

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

Director Tominia suggested that the Board consider contacting MaryAnn King with respect to water release for the fish for this summer season.

XI. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Valery Larson, and seconded by Lynn Watson that the April 2019 meeting of the Camp Meeker Board of Directors is adjourned.

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

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

The motion was approved.

The meeting adjourned at 7:32 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2019-04-16finalminscdg1.doc

**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS
FROM: CHERYL DORAN GIRARD
SUBJECT: MAY 21, 2019 WARRANTS AND FINANCIAL INFORMATION
DATE: MAY 16, 2019

Financial Statements and Warrant Detail in the board packet following this memorandum provide updated information through May 16, 2019.

2018/2019-011	RP-May 2019	6,124.85
\$70147.02**	Water-May 2019	11,974.08

**\$52,048.09 Direct Charge Transfers to DWR Loan & USDA fund

The Financial statements included in the Board info packet represent revenue and expenses to date this fiscal year. The adopted 2018-2019 Final Budget for comparison is included.

Wells Fargo and Bank of West bank accounts have been reconciled. The US Bank account for deposits and rental fees is in process. The issues with the last PayPal transaction remain unresolved. While the upgraded website is now operational some small issues with the Woo Commerce plug-in are being addressed. Please continue to refer regarding Anderson Hall inquiries to John or I. Square, the PayPal replacement and new booking software, are also operational. Square transfers dollars received daily, a far faster process than previous and while it has taken some adjustment, seems to result in a faster fee reimbursement and renter refund process.

The 2019-2020 Preliminary budget will be reviewed at the June meeting. The legal requirement is adoption by July 1. If not adopted at July 1, the District cannot issue checks. Please contact me regarding anticipated program or other expenses. I continue to write instruction and policy books for the District when time is available.

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



CAMP MEEKER RECREATION AND PARK DISTRICT

WARRANT REQUEST # 2018-2019-011

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
Larson, Valery	30.00	30.00		Director Stipend-May
Larson, Valery	78.44	78.44		Anderson Hall-Trash Removal
Watson, Lynn	30.00	30.00		Director Stipend-May
Doran-Girard, Cheryl	7,815.00	1,953.21	1,953.75	Consulting-April/May 2019
Doran-Girard, Cheryl	-	1,863.27	1,263.27	Consulting-April/May 2019
Doran-Girard, Cheryl	-	390.75	390.75	Consulting-April/May 2019
Camp Meeker Water	80.58	80.58		Water Services
Fedex Office	91.15	72.87	18.28	Printing
Lopez, Jessica	120.00	120.00		Hall-Cleaning
Lunardi Electric	356.99	356.99		Hall-Electric Repairs
McPhail Fuel	133.67	133.67		Office Propane
PGE	77.81	77.81		Electric Service
Perry, Johnson	60.00	30.00	30.00	Legal Services
Russian River Utility	8,159.52	-	8,159.52	Contract Services
US Bank	1,085.74	124.50	124.50	Software Lease
US Bank		218.74	34.01	Website & Communications
US Bank		564.02		Anderson Hall Lighting
CMRPD	43,183.34 *			
CMRPD	8,844.78 *			

*Direct Charge Transfers

Total	<u>70,147.02</u>	<u>6,124.85</u>	<u>11,974.08</u>	52,048.09
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DIRECTOR APPROVAL:

DATE:

5/21/19

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1010 - Cash In Wells Fargo Bank-Operating
From 4/17/2019 Through 5/21/2019

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1915	System Generated Check/Vo...	Camp Meeker Wa...	5/21/2019	80.58
1916	System Generated Check/Vo...	Cheryl Doran-Girard	5/21/2019	7,815.00
1917	System Generated Check/Vo...	Fedex Office	5/21/2019	91.15
1918	System Generated Check/Vo...	Valery Larson	5/21/2019	78.44
1919	System Generated Check/Vo...	Jessica Lopez	5/21/2019	120.00
1920	System Generated Check/Vo...	Lunardi Electric	5/21/2019	356.99
1921	System Generated Check/Vo...	McPhail Fuel Com...	5/21/2019	133.67
1922	System Generated Check/Vo...	P G & E	5/21/2019	77.81
1923	System Generated Check/Vo...	Perry Johnson An...	5/21/2019	60.00
1924	System Generated Check/Vo...	Russian River Utility	5/21/2019	8,159.52
1925	System Generated Check/Vo...	US Bank	5/21/2019	1,085.74
1926	Direct Charges to DWR Loan...	Camp Meeker Rec...	5/21/2019	43,183.34
1927	USDA Loan Tfr From WFB C...	Camp Meeker Rec...	5/21/2019	8,844.78
1928	Director Stipend-May 2019	Valery Larson	5/21/2019	30.00
1929	Director Stipend-May 2019	Lynn Watson	5/21/2019	30.00
		Total 1010 - Cash In Wells Fargo Bank-Operating		70,147.02

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1030 - Cash in Bank of the West-Water
From 4/17/2019 Through 5/21/2019

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
641	Water Receipts Tfr April Rec...		5/21/2019	6,600.00
642	Wtr Receipts Tfr-April 2019 ...		5/21/2019	<u>8,650.00</u>
		Total 1030 - Cash in Bank of the West-Water		15,250.00

Camp Meeker Recreation & Parks District

Check/Voucher Register - CDG-Current Register

1040 - Cash in US Bank-Rental Deposits/PayPal

From 4/17/2019 Through 5/21/2019

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1093	Transfer Rental Fees Per De...	Camp Meeker Rec...	5/21/2019	<u>1,445.75</u>
		Total 1040 - Cash in US Bank-Rental Deposits/PayPal		<u>1,445.75</u>
				<u>86,842.77</u>
Report Total				<u><u>86,842.77</u></u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2018 Through 6/30/2019
(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	76,000	80,205	4,205
4020	Property Taxes-CY Supplemental	0	1,020	1,020
4040	Property Taxes-CY Unsecured	0	2,364	2,364
4041	Cost Reimbursement-Collect Delinquent CY Unsec	150	(38)	(188)
4101	Interest Pooled Cash -Sonoma County	25	20	(5)
4110	Interest Earned-Wells Fargo Bank	0	15	15
4210	Rental Fees-Anderson Hall	8,000	11,121	3,121
4215	Rental Fees-Other	1,727	1,439	(288)
4220	State-Home Owner Property Tax Relief	500	267	(233)
4221	State-Other In Lieu -Fish & Wildlife 18-19	0	2	2
4223	State Property Tax -Backfill Wildfire Loss	0	1,503	1,503
4625	Transfers-Within Fund In	0	144	144
	Total Revenue	<u>86,402</u>	<u>98,063</u>	<u>11,661</u>
Expenditures				
5010	Director Stipend	780	720	60
5011	Compensation	4,500	0	4,500
5015	Employer Payroll Tax	371	0	371
5017	Worker Compensation Insurance	1,730	1,590	140
5101	Communications-Telephone	1,574	945	629
5105	Communications-ISP Website	250	711	(461)
5110	Communications-Website Other	1,150	60	1,090
5112	Communications-WiFi	0	373	(373)
5184	Janitorial Supplies	500	0	500
5185	Janitorial Services	2,000	1,245	755
5210	Insurance-Property & Liability	3,500	0	3,500
5301	Maintenance-Beach and Parks	750	0	750
5302	Maintenance-Bldgs & Improvements	500	5,226	(4,726)
5401	Memberships	200	223	(23)
5402	Marketing	250	0	250
5404	Miscellaneous-Auto Expense	0	23	(23)
5405	Miscellaneous	1,000	758	242
5410	Office Supplies	1,150	1,117	33
5415	Office Operations	0	126	(126)
5416	Lease-Accounting Software	1,500	1,245	255
5420	Training-Administrative	150	139	11
5425	Postage	200	138	62
5426	Printing Services	175	902	(727)
5427	Supplies	675	0	675
5428	Food	275	0	275
5501	Professional Fees-Web	1,050	1,489	(439)
5502	Professional Fees-Consultants	0	45	(45)
5515	Contract Services-Water Operations	0	20	(20)
5520	Administrative Services	12,500	18,565	(6,065)
5530	Community Events	0	140	(140)
5531	Community Education	0	121	(121)
5540	LAFCO Charges	300	0	300

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2018 Through 6/30/2019
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
5550	Legal Services	2,500	3,552	(1,052)
5555	Professional Services-Auditor	7,500	4,596	2,904
5556	Professional Services-Accounting	12,000	11,926	74
5570	Service Fee-PayPal	125	182	(57)
5571	Late Fees	50	25	25
5575	Bank Service Fees	175	72	103
5576	Property Tax Administration Fee	1,000	1,009	(9)
5590	Gas and Oil	1,600	905	695
5592	Water and Sewer	1,100	905	195
5594	Utilities	1,025	932	93
5595	Waste Removal	0	105	(105)
8516	Maintenance & Repair	13,000	1,069	11,931
8565	Equipment 2	1,500	2,314	(814)
9001	Contingency	416	0	416
	Total Expenditures	<u>79,021</u>	<u>63,514</u>	<u>15,507</u>
	Excess of Income Over (Under) Expense	<u><u>7,381</u></u>	<u><u>34,549</u></u>	<u><u>27,168</u></u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
40 - Recreation & Parks - Water Operations
From 7/1/2018 Through 6/30/2019
(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	125,640	118,622	(7,018)
4061	Direct Charges -Prior Year	0	2,622	2,622
4101	Interest Pooled Cash -Sonoma County	0	24	24
4310	Sales of Water-Residential	195,000	183,308	(11,692)
4625	Transfers-Within Fund In	<u>98,500</u>	<u>52,000</u>	<u>(46,500)</u>
	Total Revenue	<u>419,140</u>	<u>356,576</u>	<u>(62,564)</u>
Expenditures				
5017	Worker Compensation Insurance	500	0	500
5101	Communications-Telephone	500	385	115
5105	Communications-ISP Website	350	180	170
5110	Communications-Website Other	350	60	290
5210	Insurance-Property & Liability	3,500	0	3,500
5401	Memberships	150	223	(73)
5405	Miscellaneous	125	281	(156)
5410	Office Supplies	750	753	(3)
5415	Office Operations	100	126	(26)
5416	Lease-Accounting Software	1,500	1,245	255
5420	Training-Administrative	150	139	11
5425	Postage	150	56	94
5426	Printing Services	500	354	146
5501	Professional Fees-Web	1,500	788	713
5502	Professional Fees-Consultants	25,000	0	25,000
5515	Contract Services-Water Operations	105,000	94,042	10,958
5520	Administrative Services	15,000	18,911	(3,911)
5540	LAFCO Charges	1,200	0	1,200
5550	Legal Services	7,500	4,657	2,843
5555	Professional Services-Auditor	8,500	4,317	4,183
5556	Professional Services-Accounting	14,000	11,036	2,964
5565	Fiscal Agent Fees	1,200	0	1,200
5575	Bank Service Fees	175	74	101
5580	Elections Cost	2,000	0	2,000
5585	Public/Legal Notices	400	298	102
5587	Water System Fees-State	2,500	2,355	145
5588	Testing-Water System	0	104	(104)
5590	Gas and Oil	0	198	(198)
5594	Utilities	6,500	8,699	(2,199)
8511	Maintenance & Repair	0	2,018	(2,018)
8516	Maintenance & Repair	15,000	14,384	616
8567	Engineering Services	0	301	(301)
8625	Tfr Within Fnd-Out	<u>205,000</u>	<u>127,607</u>	<u>77,393</u>
	Total Expenditures	<u>419,100</u>	<u>293,590</u>	<u>125,510</u>
	Excess of Income Over (Under) Expense	<u>40</u>	<u>62,986</u>	<u>62,946</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
50 - Recreation & Parks - Water Capital
From 7/1/2018 Through 6/30/2019
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	0	851	851
4110	Interest Earned-Wells Fargo Bank	300	259	(41)
4625	Transfers-Within Fund In	<u>6,000</u>	<u>5,500</u>	<u>(500)</u>
	Total Revenue	<u>6,300</u>	<u>6,610</u>	<u>310</u>
	Expenditures			
8625	Tfr Within Fnd-Out	<u>98,500</u>	<u>35,500</u>	<u>63,000</u>
	Total Expenditures	<u>98,500</u>	<u>35,500</u>	<u>63,000</u>
	Excess of Income Over (Under) Expense	<u>(92,200)</u>	<u>(28,890)</u>	<u>63,310</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
60 - Recreation & Parks-DWR E58237
From 7/1/2018 Through 6/30/2019
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	650	0	(650)
4625	Transfers-Within Fund In	<u>104,281</u>	<u>62,730</u>	<u>(41,551)</u>
	Total Revenue	<u>104,931</u>	<u>62,730</u>	<u>(42,201)</u>
	Expenditures			
7910	Long Term Debt-Principal	86,722	88,035	(1,313)
7911	Long Term Debt-Interest	<u>10,356</u>	<u>9,043</u>	<u>1,314</u>
	Total Expenditures	<u>97,078</u>	<u>97,077</u>	<u>1</u>
	Excess of Income Over (Under) Expense	<u>7,853</u>	<u>(34,347)</u>	<u>(42,200)</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
61 - Recreation & Park - Reserve DWR E58237
From 7/1/2018 Through 6/30/2019
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	1,050	0	(1,050)
	Total Revenue	<u>1,050</u>	<u>0</u>	<u>(1,050)</u>
	Excess of Income Over (Under) Expense	<u>1,050</u>	<u>0</u>	<u>(1,050)</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
70 - Recreation & Park - USDA Debt Fund
From 7/1/2018 Through 6/30/2019
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4625	Transfers-Within Fund In	<u>93,358</u>	<u>79,948</u>	<u>(13,410)</u>
	Total Revenue	<u>93,358</u>	<u>79,948</u>	<u>(13,410)</u>
	Expenditures			
7910	Long Term Debt-Principal	35,500	35,500	0
7911	Long Term Debt-Interest	57,938	58,176	(238)
8625	Tfr Within Fnd-Out	<u>0</u>	<u>67,100</u>	<u>(67,100)</u>
	Total Expenditures	<u>93,438</u>	<u>160,776</u>	<u>(67,338)</u>
	Excess of Income Over (Under) Expense	<u>(80)</u>	<u>(80,827)</u>	<u>(80,747)</u>

CAMP MEEKER RECREATION AND PARK DISTRICT									
Allocation of Water Receipts Fiscal Year 7/1/2018 -6/30/2019									
Transfer	Allocation	Bank of West	Total Amount	USDA-A&B	Cap Improvements	Operations	Total		
Month	Month	Stmnt Balance	Transferred	WFB-Invest	WFB-Invest	WFB-Operating			
August-18	July-18	24,310.69	24,000.00	6,100.00	500.00	17,400.00	24,000.00		
September-18	August-18	17,996.79	17,500.00	6,100.00	500.00	10,900.00	17,500.00		
October-18	September-18	19,756.79	19,500.00	6,100.00	500.00	12,900.00	19,500.00		
November-18	October-18	18,363.32	18,000.00	6,100.00	500.00	11,400.00	18,000.00		
December-18	November-18	19,573.51	19,000.00	6,100.00	500.00	12,400.00	19,000.00		
January-19	December-18	15,974.61	15,500.00	6,100.00	500.00	8,900.00	15,500.00		
February-19	January-19	19,931.60	19,500.00	6,100.00	500.00	12,900.00	19,500.00		
March-19	February-19	17,287.93	17,000.00	6,100.00	500.00	10,400.00	17,000.00		
April-19	March-19	18,187.34	18,000.00	6,100.00	500.00	11,400.00	18,000.00		
May-19	April-19	15,503.47	15,250.00	6,100.00	500.00	8,650.00	15,250.00		
June-19	May-19					-	-		
July-19	June-19					-	-		
YTD Totals		186,886.05	183,250.00	61,000.00	5,000.00	117,250.00	183,250.00		
2012-2013 Monthly				5,675.00	500.00				
2013-2014 Monthly				6,200.00	500.00				
2014-2015 Monthly				6,200.00	500.00				
2015-2016 Monthly				6,100.00	500.00				
2016-2017 Monthly				6,100.00	500.00				
2017-2018 Monthly				6,100.00	500.00				
*By telephone									
5/14/19									

JOURNAL ENTRY AND DOCUMENTATION

СМЕ

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Revenue and Expenditure Transactions
Criteria: Post On = 1/1/2019..4/30/2019; Fund = 72151; Transaction Type = Actual; Accounting Period = 1..12; Ledger = ACTUALS

Fund Code 72151 -- Camp Meeker Rec and Park Dist.

Account Type 00004 -- All Revenues

Account 40002 -- Prop Tax - CY,Secured

4/17/19 4/15/19 0000171130 CY Secured 12/12/18-4/14/19

Total Prop Tax - CY,Secured

Account 40012 -- SB2557 Prop Tax Admin

4/17/19 4/10/19 0000170686 SB2557 PropTax Admin Fee 18-19

Total SB2557 Prop Tax Admin

Account 40111 -- Supplemental Prop Taxes - CY

1/9/19 1/8/19 0000162780 CY Supplemental 12/3/18-1/1/19
2/13/19 2/5/19 0000165426 CY Supplemental 1/2/19-1/31/19
3/15/19 3/13/19 0000168247 CY Supplemental 2/1/19-2/28/19
4/5/19 4/2/19 0000170096 CY Supplemental 3/1/19-4/1/19

Total Supplemental Prop Taxes - CY

Account 42291 -- State Homeowners Prop Tax Relf

1/9/19 1/3/19 0000162467 HOPTR P13 SecUns 1st 50% 18-19

Total State Homeowners Prop Tax Relf

Account 44002 -- Interest on Pooled Cash

1/15/19 1/15/19 IA00163403 2nd Qtr Interest Apportionment
4/12/19 4/12/19 IA00170937 3rd Qtr Interest Apportionment

Total Interest on Pooled Cash

Total All Revenues

Total Camp Meeker Rec and Park Dist.

Total

Business Unit	Fund	Department	Account	Tax Code	Amount
SC002	72151	67010100	40002	T12000	37,410.53
					37,410.53
SC002	72151	67010100	40012	T12000	(1,009.15)
					(1,009.15)
SC002	72151	67010100	40111	T12000	176.26
SC002	72151	67010100	40111	T12000	176.02
SC002	72151	67010100	40111	T12000	151.06
SC002	72151	67010100	40111	T12000	133.15
					636.49
SC002	72151	67010100	42291	T12000	266.93
					266.93
SC002	72151	67010100	44002		13.74
SC002	72151	67010100	44002		2.95
					16.69
					37,321.49
					(37,321.49)
					(37,321.49)

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Revenue and Expenditure Transactions
 Criteria: Post On = 1/1/2019..4/30/2019; Fund = 72153; Transaction Type = Actual; Accounting Period = 1..12; Ledger = ACTUALS
 Business Unit

Posted Date	Journal Date	Journal ID	Journal Header Description	Line Description	Business Unit	Fund	Department	Account	Tax Code	Amount
Fund Code 72153 -- Camp Meeker - Water Operations										
Account Type 00004 -- All Revenues										
Account 40003 -- Direct Charges - CY										
4/17/2019	4/15/2019	0000171130	CY Secured 12/12/18-4/14/19	Direct Charges - CY	SC002	72153	67010300	40003	T70300	52,009.00
Total Direct Charges - CY										52,009.00
Account 44002 -- Interest on Pooled Cash										
1/15/2019	1/15/2019	IA00163403	2nd Qtr Interest Apportionment	2nd Qtr Interest Apportionment	SC002	72153	67010300	44002		19.02
4/12/2019	4/12/2019	IA00170937	3rd Qtr Interest Apportionment	3rd Qtr Interest Apportionment	SC002	72153	67010300	44002		0.10
Total Interest on Pooled Cash										19.12
Total All Revenues										52,028.12
Total Camp Meeker - Water Operations										(52,028.12)
Total										(52,028.12)

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

May 10, 2019

RE: CAMP MEEKER PAST DUE ACCOUNTS

- **Accounts 1, 19, 22, 24, 36, 45, 60, 68, 96, 114, 134, 136, 143, 150, 159, 162, 164, 172, 174, 179, 182, 185, 190, 193, 196, 203, 208, 211, 212, 225, 226, 242, 249, 253, 261, 263, 268, 305, 307, 309, 320, 330, 337 and 367:** Past due notices will be processed on May 23, 2019, and lock offs will be scheduled for June 4, 2019.
- **Accounts 46, 49, 50, 72, 219, 223 and 231:** Payments are in hand.
- **Accounts 4, 39, 59, 94, 107, 140, 155, 158, 184, 204, 217, 220, 224, 240, 293, 318, 338 and 358:** Lock offs will take place week of May 13, 2019.
- **Account 28:** Payment agreement in effect. Customer is still paying more than the agreed upon amount each month, when possible.
- **Account 110:** The previous owner has left an unpaid balance of \$66.48. We would like to write this off as they have been unresponsive to our attempts to collect. *This was postponed in March and April. Please resolve at the MAY meeting.*

		CAMP MEEKER REC & PARK					
		PAST DUE LIST			May-19		
ACCT	CURRENT	1 - 30.	31 - 60	61+	LAST PAYMENT		TOTAL
1	42.04	40.06			88.46	4/15/19	82.10
4	69.70	71.64	18.71		52.52	5/2/19	160.05
19	42.45	38.94			40.00	3/27/19	81.39
22	50.81	55.47			50.00	4/2/19	106.28
24	47.99	46.87	42.96		134.77	2/15/19	137.82
26	40.30	0.10			40.10	3/22/19	40.40
28	41.18	76.42	66.32	42.90	200.00	4/15/19	226.82
36	42.90	30.00			49.68	4/15/19	72.90
39	44.10	42.00	40.00		170.64	2/21/19	126.10
45	41.47	26.98			151.69	2/15/19	68.45
46	44.58	45.53			42.62	4/8/19	90.11
49	40.50	4.37			77.47	4/2/19	44.87
50	48.55	51.67	44.18		50.00	4/11/19	144.40
59	47.12	49.14	46.42	3.25	90.00	4/4/19	145.93
60	48.14	70.60			212.94	3/26/19	118.74
62	40.09	1.86			40.00	4/19/19	41.95
68	53.55	52.93			103.45	4/2/19	106.48
72	42.04	40.78	0.06		41.00	3/18/19	82.88
77	40.07	1.31			42.00	4/11/19	41.38
94	55.44	70.07	54.71		106.00	3/18/19	180.22
96	48.18	52.81			95.34	4/4/19	100.99
104	41.98	2.34			86.66	2/5/19	44.32
107	91.40	71.92	67.64	66.34	135.00	2/15/19	297.30
114	50.02	48.04			53.00	3/18/19	98.06
134	44.43	41.71			140.00	3/18/19	86.14
136	43.56	40.41			80.00	2/15/19	83.97
140	52.67	50.85	47.32	53.21	120.64	2/21/19	204.05
143	48.79	48.68			46.70	3/26/19	97.47
150	48.05	46.54			46.24	3/22/19	94.59
155	51.86	50.51	45.80		184.19	2/15/19	148.17
158	45.17	42.66	40.76		189.25	2/21/19	128.59
159	42.00	40.00			40.00	3/26/19	82.00
162	50.23	53.08			48.88	4/15/19	103.31
164	48.63	42.49			5.00	5/8/19	91.12
172	60.33	55.89			48.76	5/7/19	116.22
174	49.49	45.09			149.61	1/9/19	94.58
179	48.85	48.62			124.11	3/26/19	97.47
182	46.99	40.22			100.00	4/8/19	87.21
184	49.80	53.07	27.81		100.00	4/4/19	130.68
185	42.35	17.73			45.00	3/26/19	60.08
186	43.64	1.00			26.16	4/26/19	44.64
190	42.00	40.00			86.31	3/26/19	82.00
193	50.30	41.12			98.32	2/5/19	91.42
196	48.44	47.53			45.02	4/4/19	95.97
198	41.90	0.40			41.00	4/22/19	42.30
203	49.19	41.86			42.08	3/27/19	91.05
204	51.54	51.87	42.19		50.00	3/1/19	145.60
208	43.77	23.48			100.00	4/2/19	67.25

211	42.46	40.74			40.48	3/18/19	83.20
212	47.36	45.41	2.82		45.00	5/8/19	95.59
217	45.29	46.12	37.19		50.00	3/6/19	128.60
219	45.14	47.14			44.45	4/4/19	92.28
220	83.64	90.01	67.21		460.00	2/15/19	240.86
223	42.56	40.67	7.76		77.97	3/12/19	90.99
224	44.69	42.56	40.53	10.63	400.00	8/14/18	138.41
225	45.49	43.78			43.06	3/27/19	89.27
226	50.87	46.90			212.18	2/15/19	97.77
231	46.02	43.24			41.62	3/22/19	89.26
240	49.87	45.82	42.42		36.64	2/21/19	138.11
242	44.60	42.02			41.64	3/27/19	86.62
247	44.48	3.96			75.00	4/11/19	48.44
249	45.09	42.96			86.49	3/27/19	88.05
253	43.51	40.22			40.20	3/22/19	83.73
261	44.51	44.23			41.30	4/4/19	88.74
263	44.15	42.03			40.14	5/8/19	86.18
268	44.94	28.46			50.00	3/22/19	73.40
269	44.58	2.36			52.28	4/19/19	46.94
293	47.28	45.03	42.24		185.68	2/12/19	134.55
305	42.17	42.68			40.04	4/22/19	84.85
306	42.58	0.20			42.00	4/26/19	42.78
307	47.93	50.22			96.30	4/11/19	98.15
309	49.10	44.00			145.00	3/26/19	93.10
318	72.40	68.33	30.94		180.14	1/28/19	171.67
320	45.39	50.66			86.00	4/4/19	96.05
330	46.15	46.12			48.67	4/8/19	92.27
337	50.87	46.91			45.88	4/11/19	97.78
338	47.13	44.60	41.85	19.76	100.00	2/15/19	153.34
350	70.00	3.68			73.68	4/22/19	73.68
358	53.02	52.05	48.26		169.44	2/15/19	153.33
367	49.03	41.82			160.00	3/18/19	90.85
	3,860.88	3,271.59	946.1	196.09	7,361.89		8,274.66
		BILLING REGISTER INFORMATION APRIL 30, 2019					
		WATER	\$1,780.40	CURRENT CHARGES		\$16,622.85	
		SVC CHG	\$14,515.00	PAST DUE		\$1,700.81	
		FIRE SVC	\$60.00	OVERPAY/PREPAY		(\$14,131.27)	
		RECONN	\$35.00				
		ADJ	(\$39.89)				
		LATE CHGS	\$262.34	TOTAL RECEIVABLES		\$4,192.39	
		TOTAL RECEIVABLES		\$17,334.89			
		ACCOUNTS LISTED		80			

**CAMP MEEKER RECREATION AND PARK DISTRICT
WATER SALES 2019**

METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS	NOTES
Alliance Mas Union Park	363 369	JAN	1,359,080	459,700	899,380	774,110	0.66	29.88	
Alliance Mas Union Park	363 369	FEB	1,186,900	499,400	687,500	687,500	0.58	1.99	correction
Alliance Mas Union Park	363 369	MARCH	811,430	29,340	518,030	597,730	0.63	15.40	correction
Alliance Mas Union Park	363 369	APRIL	1,709,500	385,200	1,324,300	736,020	77.46	44.27	
Alliance Mas Union Park	363 369	MAY							
Alliance Mas Union Park	363 369	JUNE							
Alliance Mas Union Park	363 369	JULY							
Alliance Mas Union Park	363 369	AUG							
Alliance Mas Union Park	363 369	SEPT							
Alliance Mas Union Park	363 369	OCT							
Alliance Mas Union Park	363 369	NOV							
Alliance Mas Union Park	363 369	DEC							
	total 2018		5,066,910	1,373,640	3,429,210	2,797,360	0.57		

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CAMP MEEKER RECREATION & PARK DISTRICT,
COUNTY OF SONOMA, STATE OF CALIFORNIA
ORDERING AN ELECTION TO BE HELD AND
REQUESTING CONSOLIDATION WITH THE
NOVEMBER 5, 2019 GENERAL ELECTION
RESOLUTION 2019-003

WHEREAS, an election will be held on November 5, 2019, in the Camp Meeker Recreation and Park District for the purpose of electing District Directors to fill positions that expire in 2019;

BE IT RESOLVED THAT, the District Directors of said district hereby request consolidation with any election that may be held on that same day, in the same territory or in territory that is in part the same.

THE FOREGOING RESOLUTION was introduced by Director _____ who moved its adoption, seconded by Director _____ and then adopted on roll call by the following vote:

Director Anderson	Aye_____	No_____	Abstain_____
Director Helfrich	Aye_____	No_____	Abstain_____
Director Larson	Aye_____	No_____	Abstain_____
Director Tominia	Aye_____	No_____	Abstain_____
Director Watson _____	Aye_____	No_____	Abstain_____

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: _____

WHEREUPON, the Chairperson declared the foregoing resolution adopted and SO ORDERED

ATTESTED:

Anthony N. Tominia, Secretary/Treasurer

MAY 21, 2019

RESOLUTION NO. 2019-004

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMP MEEKER RECREATION AND PARK DISTRICT, SETTING AND ADOPTING AN APPROPRIATIONS LIMIT FOR THE 2019-2020 FISCAL YEAR.

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

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

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

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

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

WHEREAS, the Board of Directors of the Camp Meeker Recreation and Park District did meet at a special meeting on May 21, 2019 and did consider and determine based on the available factors, the recalculation of the 2019-2020 appropriations limit.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Camp Meeker Recreation and Park District has adopted Appropriations Limit for the District for the 2019-2020 fiscal year is \$296,597.00, based on the calculation provided by the County of Sonoma.

BE IT FURTHER RESOLVED, that the Secretary of this Board is directed to attach the revised limit to the adopted 2019-2020 budget, to forward a copy of the resolution to the Sonoma County Auditor and to file the required report with the State Controller.

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

The foregoing resolution was duly read and voted on at a regular meeting of the Camp Meeker Recreation and Park District Board of Directors on the 21st May, 2019 by the following vote of the Board:

Watson _____ McDaniel _____ Helfrich _____ Tominia _____ Larson _____

TOTALS: AYES _____ NOES _____ ABSTENTIONS/ABSENT _____

Whereupon the President declared the foregoing resolution adopted, and SO ORDERED, this 21st day of May 2019

So Ordered:

Gary Helfrich, President

ATTEST:

Anthony Tominia, Secretary/Treasurer

May 21, 2019

"P1" CALCULATION OF APPROPRIATION LIMITS

	18-19	19-20
PER CAPITA INCREASE	1.0367	1.0385
POPULATION CHANGE	0.9978	0.9960
POPULATION FACTOR USED	(COUNTY TOTAL)	(COUNTY TOTAL)
<u>FIRE DISTRICTS:</u>		
71201 BENNETT VALLEY	1,686,577	1,744,504
71251 BODEGA BAY	2,991,828	3,094,585
71301 RANCHO ADOBE	4,466,857 *	4,620,276
71351 FORESTVILLE	1,107,897	1,145,949
71401 GLEN ELLEN	1,340,047	1,386,072
71451 GRATON	709,724	734,100
71501 RUSSIAN RIVER	1,810,714	1,872,905
71551 KENWOOD	674,745	697,920
71601 MONTE RIO	530,305	548,519
71651 RINCON VALLEY	5,117,837	5,293,614
71701 ROSELAND	2,603,956	2,693,391
71801 GOLD RIDGE	3,636,264	3,761,155
71851 VALLEY OF THE MOON	5,823,258	6,023,264
71901 WINDSOR	3,513,600	3,634,278
71951 GEYSERVILLE	1,015,123	1,049,988
72001 TIMBER COVE	253,781	262,497
72051 CLOVERDALE	1,914,930	1,980,700
72751 NORTH SONOMA COAST	3,000,000 *	3,103,038
SUBTOTAL	42,197,443	43,646,755
<u>REC & PARK DISTRICTS:</u>		
72151 CAMP MEEKER	286,748	296,597
72251 MONTE RIO	344,716 *	356,556
72301 RUSSIAN RIVER	590,292	610,566
SUBTOTAL	1,221,756	1,263,719
<u>OTHER DISTRICTS:</u>		
72550 OCCIDENTAL CSD	400,393	414,145
72601 CAZADERO CSD	361,018	373,418
72701 COAST LIFE SUPPORT	2,138,261	2,211,702
76151 FORESTVILLE WTR	183,371	189,669
76901 BODEGA BAY P.U.D.	776,762	803,441
76951 PALM DRIVE HEALTHCARE	6,382,984	6,602,214
77051 NO SO CO HOSPITAL	18,207,714	18,833,076
78350 SMART	137,563,577	142,288,336
SUBTOTAL	166,014,080	171,716,001
TOTAL LOCAL BOARDS	209,433,279	216,626,475

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