

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

Tuesday, March 19, 2013, 7:00 pm
DISTRICT OFFICE (NEXT TO FIREHOUSE)
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
- B. Payment of claims
- C. Journal Entry Approval
- D. Administrative and Financial Report

VII. REPORT OF THE WATER SYSTEM OPERATOR (10 minutes)

- A. Report on operations for the current month.
- B. Customer Related Issues:
 - The following are customer issues for resolution:
 - 1. Account # 154 –Nail—Excessive Bill
 - 2. Account # 81—Cogliandro—Billing Credit & Meter Relocation

VIII. OLD BUSINESS

A. PLAYGROUND DEVELOPMENT (Lynn Watson, 10 minutes)

DESCRIPTION: The Board will present an update regarding the legal issues, fund and related matters surrounding playground development.

PROPOSED ACTION: The Board will consider whether or not to initiate a playground development project (i.e., planning, scoping and estimating costs), to include:

- 1.) Developing the park and a playground at the bottom of the hill on Madrone Avenue in Camp Meeker; and,
- 2.) Whether to replace the playground equipment near the post office.

IX. NEW BUSINESS

B. BOARD MEMBER RESIGNATIONS/APPOINTMENTS (Cathie Anderson, 10 minutes)

DESCRIPTION: The Board has received letters of resignation from Directors Fawcett and Ming effective with the March meeting. As a result of the process initiated to fill the Murchison vacancy, there is a pool of existing applicants who are still interested in serving on the Board. The subcommittee has reviewed/interviewed these applicants and will fill existing vacancies from that pool.

PROPOSED ACTION: The Board will appoint two directors to fill the vacancies arising from the Fawcett and Ming resignations and instruct staff to notify the Elections Officer accordingly.

C. OATH OF OFFICE (Lynn Watson, 5 minutes)

DESCRIPTION: President Watson will administer the oath of office to the newly appointed directors.

D. RESOLUTION 2013-002: ELECTION OF OFFICERS CALENDAR YEAR 2013 (Cathie Anderson, 5 minutes)

DESCRIPTION: Recent Board resignations have resulted in a need to re-state Board officers for the 2013 calendar year.

PROPOSED ACTION: Approve Resolution 2013-002 naming Board officers for the 2013 calendar year.

E. RESOLUTION 2013-003: ESTABLISHING BANK OF THE WEST WATER ACCOUNT SIGNERS

RESOLUTION 2013-004: CLOSURE OF BANK OF THE WEST SAVINGS ACCOUNT (Cathie Anderson, 5 minutes)

DESCRIPTION: The Board will establish signers for the Bank of the West account in Forestville for the current calendar year through Resolution 2013-003. Currently the District holds a small savings account at Bank of the West, Forestville for the purpose of transmittal of funds from the District's PayPal account/website revenues. The account requires a \$300 balance and funds can only be withdrawn by cash and does not provide an appropriate audit trail. Staff proposes closure of this account.

PROPOSED ACTION: Approve Resolutions 2013-003 and 2013-004.

F. RESOLUTION 2013-005: AUTHORIZATION TO OPEN A CHECKING ACCOUNT AT US BANK. (Cathie Anderson, 5 minutes)

DESCRIPTION: The District has credit cards via the US Bank Calcard program and the bank offers a no fee checking account to be used to receive funds collected from Anderson Hall rentals via PayPal.com. The account will be a two signature check system and will be located at the US Bank office located at 2527 Guerneville Road, Santa Rosa. The resolution, required by US Bank, will authorize the Board Treasurer to establish the account. Board officers must appear at the bank location with identification to complete signature cards.

PROPOSED ACTION: Approve Resolution 2013-005.

G. APPROVAL OF AUDIT PROPOSAL FOR JUNE 30, 2013 AUDIT (Staff, 5 minutes)

DESCRIPTION: Larry D. Johnson, CPA (formerly the District's auditor for a number of years) has submitted a proposal to conduct the June 30, 2013 audit at a cost of \$9,000. Mr. Johnson's experience is solidly Special District related and he has performed according to agreement in past years.

PROPOSED ACTION: The Board may/may not approve engaging Larry D. Johnson, CPA and authorize the Board President to sign the engagement letter.

H. STATE FIRE PREVENTION FEES (Lynn Watson, 10 minutes)

DESCRIPTION: The California Fire Prevention Fee is to pay for fire prevention services within the State Responsibility Areas. The fee is applied to all habitable structures within the SRA. The fee is levied at the rate of \$150 per habitable structure, which is defined as a building that can be occupied for residential use. Owners of habitable structures who are also within the boundaries of a local fire protection agency will receive a reduction of \$35 per habitable structure. This fee will fund a variety of important fire prevention services within the SRA including brush clearance around communities on public lands, along roadways and evacuation routes; and activities to improve forest health so the forest can better withstand wildfire. Director Watson proposes a discussion of this fee, the Petition for Re-Determination process and Board contact with appropriate agencies protesting the fee.

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

I. APPOINTMENT OF WATER SUB-COMMITTEE (Lynn Watson, 5 minutes)

DESCRIPTION: Recent Board resignations have resulted in loss of both members of the Board subcommittee relative to water issues.

PROPOSED ACTION: The Board will appoint a two-member sub-committee to handle water issues.

J. WATER LEAK POLICY

DESCRIPTION: Russian River Utility has presented a "Water Leak Policy" for adoption by the Board.

PROPOSED ACTION: Board may/may not take further action on this item.

XI. 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.

XII. ADJOURNMENT

HOW TO GET AN ITEM ON THE AGENDA

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

Regular meetings are held the 3rd Tuesday of each month. The District must receive submissions no later than ten (10) calendar days before the meeting.

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

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

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

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

Tuesday, February 19, 2013, 7:00 pm
DISTRICT OFFICE (NEXT TO FIREHOUSE)
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

President Watson called the meeting to order at 7:00 p.m.

II. ROLL CALL

Directors Anderson, Ming, and Watson were present. Director Fawcett was absent

III. APPROVAL OF AGENDA

A motion was made by Cathie Anderson, and seconded by Michael Ming to approve the agenda as written.

The motion was approved.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 1

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

There was no public comment.

VI. CONSENT ITEMS

A. Approval of minutes

As there were no corrections to the minutes of January 15, 2013, a motion was made by Cathie Anderson and seconded by Lynn Watson to approve the minutes of the January 15, 2013 Board meeting as written.

The motion was approved.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 1

B. Payment of claims

After discussion, motion was made by Lynn Watson and seconded by Cathie Anderson to approve warrant requests G2012-2013-010 (R&P-February) \$3,674.60, G2012-2013-011 (R&P additional February) \$170.00 and W2012-2013-008 (Water-February) \$12,425.15 and AB2012/2013-002 USDA Loan \$33,081.87.

The motion was approved.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 1

C. Journal Entry Approval

There were no journal entries.

D. Administrative and Financial Report

Ms. Doran-Girard reported that regarding County Counsel correspondence relative to the Board of Supervisors proposed change to the filing procedures for statements of economic interests (Form 700). The Board will consider delegating filing officer duties for individuals other than

Directors to each individual agency at their February 26 meeting. She further reported on communications from Cal-EMA relative to 1628 DR (2005-2006 Disaster) and further requirements to the FEMA final closeout documents submitted in November 2012. Other items included issues with Resolution 2013-001 and Bank of the West requirements, receipt of OCSD note payment, SDRMA longevity discounts and, State Water Resources Control Board correspondence, as well as correspondence from USDA regarding final audit report receipt and miscellaneous items.

VII. REPORT OF THE WATER SYSTEM OPERATOR

- A. Jamie Dunton stated that there was nothing to report on operations for the current month. Cathie Anderson inquired regarding resolution of the water issues for account #154-Anita Nail relative to billing for \$2,907.70 (75,000 gallons) when customer insists water was turned off in October. Russian River Utility is to resolve the issue. Michael Ming inquired regarding a leak on Mispah.
- B. Annual Pro-ration of Operations
Mr. Dunton reported that the annual proration of operations costs for 2013 is 68.229% for Camp Meeker and 31.771% for Occidental Community Services.

PUBLIC HEARING

- A. OPEN PUBLIC HEARING
President Watson opened the Public Hearing regarding at 7:15 p.m.
ORDINANCE #11: CHANGES TO WATER CODE, SECTION 4.8
District Counsel Manwell explained that the new language is to correct and clarify The Board Section 4.8 (Suspension of Connection) of the Camp Meeker Water Code (language attached).
- B. CLOSE PUBLIC HEARING.
President Watson closed the Public Hearing at 7:30 p.m.

ORDINANCE ADOPTION:

- A. ADOPTION OF ORDINANCE #11: REVISION TO WATER CODE SECTION 4.8
SUSPENSION OF CONNECTION (District Counsel Manwell, 5 minutes)

DESCRIPTION: Following the taking of Public Comment, as set forth above, the Board reviewed for adoption Ordinance #11 proposing to revise Section 4.8 of the Camp Meeker Water Code regarding Suspension of Water Connection policies and procedures. (Language attached).

ACTION: After discussion, motion was made by Michael Ming and seconded by Lynn Watson to adopt Ordinance #11 proposing to revise Section 4.8 of the Camp Meeker Water Code regarding Suspension of Water Connection policies and procedures. (Language attached). Ordinance #11 was adopted.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 1

VIII. OLD BUSINESS

A. PLAYGROUND DEVELOPMENT

DESCRIPTION: At the January meeting, Ms. Zoe Keating proposed that the Board determine options for playground development at the lower end of Madrone Avenue in Camp Meeker to include providing the public with information to understand the planning process, options available for funding (i.e., kaboom.org, the Community Foundation of Sonoma County, etc.) and installation of appropriate play structures. Additionally, she proposed that the playground equipment in the area below the Post Office to be replaced. The Board will present a brief update regarding the legal issues surrounding playground development. District Counsel Manwell advised that the issue is still in review; however, it is his opinion that playground designs are highly regulated and that dependent upon the design issues permitting for new facilities might be problematic.

ACTION: No formal action was taken; however, the Board will continue to gather information and report whether or no a playground development project (i.e., planning, scoping and estimating costs), is feasible to include:

- 1.) Developing the park and a playground at the bottom of the hill on Madrone Avenue in Camp Meeker; and,
- 2.) Whether to replace the playground equipment near the post office.

IX. NEW BUSINESS

B. APPROVAL AUDITED FINANCIAL STATEMENTS 6/30/2012

DESCRIPTION: Director Anderson reviewed overall aspects of the final of the District's audited financial statements for the fiscal year ended 6/30/2012 prepared by the District's auditor, Michael Celentano, CPA and recommended Board approval.

ACTION: A motion was made by Michael Ming, and seconded by Lynn Watson that approve the final financial statements of the June 30, 2012 financial statements as prepared by Michael Celentano, CPA and directed staff to prepare copies of the final document for distribution to the required public agencies, directors and for web publication.

The motion was approved.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 1

C. WEBSITE MAINTENANCE AGREEMENT: WAVEMAKER MEDIA

DESCRIPTION: Director Fawcett researched and interviewed several providers of web and media services and is recommended Steve Witte of Wavemaker Design be engaged to provide ongoing maintenance of the District's website and activities related to it. The website also is the District's vehicle for complying with the Brown Act and other legal notification regulations, the Anderson Hall reservation system, associated projects and the District's picture gallery.

ACTION: A motion was made by Michael Ming, and seconded by Cathie Anderson to approve the agreement with Wavemaker Media Design for maintenance and improvement of the Camp Meeker website at campmeeker.org at a cost of \$50.00 per hour, not to exceed \$200.00 per month without prior Board approval. Camp Meeker staff will be the primary contact for website update and maintenance issues.

The motion was approved.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 1

D. WATER CUSTOMER #167, BARBARA ROGERS, REQUESTS PAYMENT PLAN

DESCRIPTION: Ms. Rodgers has written the Board requesting assistance with payment of her large water bill that occurred as a result of a leak that has subsequently been repaired. She is an elderly person on a fixed income with health issues.

ACTION: No action was taken, as Ms. Rogers did not appear at the meeting.

E. WATER CUSTOMER # 81 KEVIN COGLIANDRO

DESCRIPTION: Mr. Cogliandro reviewed circumstances of the existing water meter location, as the meter is located in the middle of the parking space in front of his home and cannot be read. He is requesting a refund for overpayment of water charges for most of last year as usage has been over-estimated for that period of time and moving of meter to a more readable location. After discussion, it was agreed that Russian River Utility would work with Mr. Cogliandro regarding a credit on his account and moving of the meter to a more readable location.

ACTION: The Board did not take further action on this matter at this time.

F. WATER CUSTOMER #235 (JOHN KRENZELOK) RESIDENTIAL FIRE

DESCRIPTION: Tim Williams, CMVFD Chief, advised the Board at the January meeting of the complete destruction of this residence by fire and the resultant complete loss of belongings and shelter to the residents. The Board discussed billing consideration to the Camp Meeker residents affected. Water customer #235 is John Krenzelok and the property was rented to Michelle Fico and her young son.

ACTION: Director Anderson will contact the residents involved and report at a future meeting.

G. LIENS: ACCOUNTS #17-APN 075-090-005 (TUCKER) \$388.54, #35-APN 075-090-039 (MORRIS) \$488.00, #190-APN 075-184-008 (FRIEDMAN)\$343.49 FOR WATER SERVICES AT 164 REDWOOD, 169 REDWOOD, AND 79 FRONT STREET, CAMP MEEKER RESPECTIVELY

DESCRIPTION: The Board discussed authorization of liens against the above referenced APNs owned by Donald Tucker, Linda Morris and Michael Friedman for water services provided in the amount of Tucker-\$388.54 at 164 Redwood, Morris-\$488.00 at 169 Redwood, and Friedman-\$343.49 at 79 Front Street, Camp Meeker. District Counsel Manwell advised that, if the Board was inclined not to authorize the recording of liens on these properties, the Board take no action at this time. Such individual decision would not amount to a policy change, and the Board can always review its lien policy as the need may arise.

ACTION: No further action was taken.

H. BOARD MEMBER APPOINTMENT

DESCRIPTION: Cathie Anderson reported that the subcommittee had reviewed applications submitted to fill the Board vacancy resulting from Seth Murchison's resignation. Gary Helfrich and Tony Tominia have applied for the seat. The subcommittee recommended that Gary Helfrich be appointed to fill the open directorship. Mr. Helfrich accepted.

ACTION: A motion was made by Cathie Anderson, and seconded by Michael Ming to appoint Gary Helfrich to fill the existing vacancy and instruct staff to notify the Elections Officer accordingly.

The motion was approved.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 1

I. OATH OF OFFICE

DESCRIPTION: President Watson administered the oath of office to Gary Helfrich.

J. CLOSED SESSION UNDER GOVERNMENT CODE SECTION 54957 RE: PERSONNEL/CONTRACT ISSUE, REGARDING ANNUAL CONTRACT OF CPA, MICHAEL CELENTANO.

DESCRIPTION: The Board will adjourn to closed session to review and consider its rights and options regarding the present three-year contract with Michael Celentano, CPA.

The Board adjourned to closed session at 8:05 p.m.

RETURN TO OPEN SESSION

The Board returned to open session at 8:10 p.m.

A motion was made by Michael Ming, and seconded by Gary Helfrich to invoke the thirty-day cancellation provision of the contract with Michael Celentano, CPA for audit services for the 6/30/2013 and 6/30/2014 fiscal years.

The motion was approved.

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

XI. DIRECTORS' REPORTS

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PROPOSED ACTION: No action or discussion to take place.

Cathie Anderson reported that Seth Murchison has supplied a template for the Supper Club events. She also advised that the redwood to be used for the fencing at the small grove next to the firehouse has disappeared, that Anderson Hall bookings are better than last year—many are as a result of the ability to book from the website. She stated that the light above the District office is out and a ladder is needed to replace it. She has emailed Chief Williams requesting help with this repair.

Michael Ming advised the Board that his schedule has once again changed further impacting his ability to attend meetings. He feels that while he wants to continue on the Board, it has become such an "elephant in the room" that the Board, as a whole, should discuss this issue.

Gary Helfrich conveyed to the Board and public that he is happy to be able to be of service to the Camp Meeker community and a part of the Board once again. He will pursue his resources with County of Sonoma PRMD regarding permitting for a playground on the Madrone parcel.

XII. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Gary Helfrich, and seconded by Michael Ming that the February meeting of the Camp Meeker Board of Directors be adjourned.

The motion was approved.

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

The meeting adjourned at 8:25 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2013-02-19finalmins-cdg2

**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS
FROM: CHERYL DORAN GIRARD
SUBJECT: MARCH 19, 2013 WARRANTS AND FINANCIAL INFORMATION
DATE: MARCH 15, 2013

Financial Statements and Warrant Detail are in the board packet following this memorandum. Financial data is based on reviewed February 28 FAMIS data plus this month's expenses.

G2012/2013-012	R&P (March 2013)	2,542.26
W2012/2013-009	Water (March 2013)	11,069.43

Cash balances are updated from FAMIS balances at 2/28 and funds received to date.

Financial statements are through March 15, 2013 and are fiscal year financial data to date. By placing the detail of the warrant requests directly following this memo, you will be able to review individual items comprising each warrant request. Cash in hand, water funds allocation and finally the financial statements are placed behind the individual warrant details.

Russian River Utility has forwarded the bank statement. The transfer checks are prepared for signature at the meeting. The allocation of funds has been updated in Monthly Cash Balances sheet of your financials. Transfer amounts are determined by actual debt requirements and other factors are noted on the allocation sheet.

The 2013-2014 fiscal year Preliminary Budget will be developed during April in order to adopt at the May Board meeting as required by law. Please estimate any anticipated projects and related data for inclusion in the budget.

In the event that you need to contact me, contact me via cell phone at 707-696-2876, voicemail/office 707-545-2108 or email at admin@campmeeker.org



Vendor #	Vendor	SubObj	Amount	Explanation
456112	Anderson, Cathie	5913	30.00	Director Fee-March
456112	Anderson, Cathie	7000	9.00	History Group
456112	Anderson, Cathie	6410	9.00	Postage
456152	Watson, Lynn	5913	30.00	Director Fee-March
456171	Perry, Johnson, Anderson, Miller	6610	523.50	Legal Services
456480	Doran-Girard, Cheryl	6610	250.00	Consulting-Feb/Mar
456480	Doran-Girard, Cheryl	6630	100.00	Consulting-Feb/Mar
456480	Doran-Girard, Cheryl	6631	877.95	Consulting-Feb/Mar
456480	Doran-Girard, Cheryl	6410	15.11	Postage
456011	Pacific Telemanagement	6040	53.00	Pay Phone
456181	AT&T	6040	186.16	Telephone
456010	PGE	7320	84.70	Electric
456464	US Bank	6040	34.70	Sonic-Website
456078	Fedex Office	6430	37.33	Printing Costs
456020	Camp Meeker Water	7202	80.62	Water
456478	McPhail's	7201	221.19	Propane-A. Hall

2,542.26

Camp Meeker Recreation & Park District**Warrant # W2012/2013-009**

Vendor #	Vendor	SubObj	Amount	Explanation
456167	Russian River Utility	6540	7,725.86	Contract
456167	Russian River Utility	7320	22.65	Electricity
456480	Doran-Girard, Cheryl	6610	500.00	Consulting
456480	Doran-Girard, Cheryl	6630	150.00	Consulting
456480	Doran-Girard, Cheryl	6631	2,048.38	Consulting
456480	Doran-Girard, Cheryl	6400	2.65	Supplies
456171	Perry, Johnson	6610	346.50	Legal
456078	Fedex Office	6430	86.00	Printing
456464	US Bank	6040	82.00	Sonic-Website
456143	CA State Board of Equalization	6300	16.17	Water Rights Fee
456477	Sereno Del Mar Water	6400	89.22	Correct RRU Error

11,069.43

Camp Meeker Recreation & Park--Water Operations				3/19/2013	
BUDGETED FINANCIAL STATEMENT					
Income		BUDGET	AMOUNT	BALANCE	%
1001	Flat Charges	125,000	62,723	(62,277)	50.18%
1007	Flat Charges-CY Secured -July	-	-	-	
1061	Flat Charges-Prior Year	-	5,925	5,925	
1700	Interest--Pooled Cash	-	(9)	(9)	
1460	Water Permit Fees	-	-	-	
2900	OCSD Note Payment	-	-	-	#DIV/0!
4031	Sale-Water	-	-	-	
4032	Sale-Water Residential	140,000	120,264	(10,286)	85.90%
4101	Insurance Rebate	-	-	-	
4106	Refunds	-	-	-	
4109	Outdate/Cancel Warrants	-	-	-	
4620	Transfer W/In Fund	30,000	-	(30,000)	
	Total Revenues	295,000	188,902	(96,648)	64.03%
Operating Expenditures		BUDGET	AMOUNT	BALANCE	%
5940	Worker Compensation	300	280	22	93.33%
6040	Communications	1,000	164	(836)	
6100	Insurance	4,000	-	(4,000)	
6150	Maintenance-Hydrants	-	-	-	
6166	Bridge Repair	14,000	12,354	(1,646)	
6280	Memberships	-	84	84	#DIV/0!
6300	Miscellaneous Expense	2,000	2,459	459	122.97%
6400	Office Expense	400	308	(92)	77.04%
6410	Postage Expense	300	360	60	119.98%
6430	Printing Services	700	595	(105)	84.97%
6461	Supplies/Expenses	50	-	(50)	
6463	Resource Materials	-	-	-	
6500	Professional Services	-	-	-	
6521	County Services	5,345	-	(2,197)	0.00%
6540	Contract Services	95,000	67,843	(27,157)	71.41%
6580	Conventions & Meetings	-	-	-	
6587	LAFCO Operating	317	-	(76)	0.00%
6610	Legal Services	13,500	6,884	(5,743)	50.99%
6630	Audit/Accounting Services	8,800	7,734	(1,066)	87.89%
6631	Bookkeeping Services	20,500	21,918	1,418	106.92%
6637	Administration Cost	650	1,260	610	193.85%
6800	Public Legal Notices	500	765	265	153.06%
7005	Election Expense	-	-	-	
7320	Utilities	2,500	3,232	732	129.29%
7335	Storm Damage				
	Total Services/Supplies	169,862	126,240	(39,340)	74.32%
Fixed Assets:		BUDGET	AMOUNT	BALANCE	%
8452	Damages	-	-	-	
8500	Land	-	-	-	
8511	Remodel/Rehab	-	-	-	
8515	Engineering Services	-	-	-	#DIV/0!
8521	Repairs/Maintenance	-	5,224	5,224	#DIV/0!
8560	Equipment	-	-	-	
8620	Transfers W/I A Fund	125,000	68,648	(56,352)	54.92%
		-	-	-	
	Total Fixed Assets	125,000	73,872	51,128	59.10%
9000	Appropriation For Contingency	138	-	138	
	Total Budget	295,000	200,112	11,927	67.83%

March 12, 2013

RE: CAMP MEEKER PAST DUE ACCOUNTS

Please reference the following points in my email dated 2/22/13, 4:31pm (attached):

1) I believe acct 154's status is to be discussed at this next meeting. Please advise.

2) Regarding acct 29 in Sereno Del Mar and acct 29 in Camp meeker: I need CMRPD to write a check to Sereno Del Mar Water Company in the amount of \$89.22, referencing account #29.

3) Please advise if I am to give acct 81 the credit of \$43.26 I calculated, or if there is an alternate amount.

- **Accounts 1, 3, 8, 15, 16, 22, 23, 24, 25, 26, 29, 32, 52, 54, 59, 70, 80, 89, 93, 130, 132, 133, 134, 135, 146, 161, 165, 168, 170, 171, 182, 085, 208, 209, 220, 226, 231, 237, 242, 244, 246, 248, 252, 264, 293, 295, 296, 334, 338, 342, 354, 355, 358, and 362:** Past due notices will be sent on March 22 and lock off will be scheduled for April 2, 2013.
- **Accounts 4, 6, 127, 140, 218, 221, 311, and 339:** Payments are on the way.
- **Accounts 111:** The customer was locked off and service was not to be restored until the fence issue was fixed, which it has been. It was a major safety issue to access the meter.
- **Account 167:** We are working with this customer on her balance, and I am awaiting advice from the B/D.
- **Account 275:** There is a payment plan in effect.

				3/12/13		
	PAST DUE REPORT					
ACCT #	1 - 30.	31 - 60	60+	LAST PAYMENT	TOTAL	
1	42.27	4.11		82.27	2/5/13	86.44
2	3.24			64.73	2/26/13	64.87
3	47.40			92.77	1/15/13	92.54
4	82.88	50.51		200.00	1/22/13	209.92
6	140.53	50.09		260.00	1/22/13	248.72
8	71.02	5.06		101.27	2/12/13	143.48
12	2.57			51.45	3/5/13	51.45
15	348.98	2.38		47.54	1/30/13	396.78
16	35.75			40.00	1/22/13	75.77
17	59.43	56.60	291.94	91.69	1/11/13	447.97
18	2.11			42.11	2/28/13	42.11
20	2.16			43.25	2/28/13	43.18
21	0.57			41.07	2/22/13	43.39
22	46.41	0.06		99.50	2/14/13	90.67
23	46.22	2.45		49.00	2/12/13	92.57
24	43.34			92.04	2/7/13	84.62
25	42.11	2.22		44.31	2/12/13	84.33
26	42.41	2.22		44.48	2/12/13	84.91
27	2.21			40.00	2/19/13	42.21
29	43.04			89.22	1/28/13	86.08
30	2.10			41.97	3/8/13	42.10
32	42.00			43.56	1/15/13	82.00
37	2.54			50.83	2/28/13	53.37
38	2.49			49.70	2/26/13	49.79
44	1.80			45.00	2/26/13	44.34
45	2.12			42.35	2/28/13	42.36
47	2.40			47.96	3/8/13	47.84
49	2.10			42.00	2/28/13	42.10
50	9.06			80.00	2/5/13	52.66
52	37.30			84.24	11/30/12	77.40
54	38.74			87.54	11/30/12	81.52
59	45.78			134.19	1/22/13	89.38
60	3.67			36.25	2/28/13	43.77
67	4.29			85.86	2/26/13	46.01
68	5.01			100.18	3/5/13	54.85
70	40.84	0.65		84.23	11/30/12	82.23
79	2.49			49.80	2/26/13	48.29
80	49.04			50.12	1/22/13	95.74
88	2.17			43.40	2/26/13	45.57
89	45.95			203.20	1/15/13	91.75
90	4.16			83.12	2/28/13	44.26
93	42.11	2.11		42.11	2/12/13	84.22
107	3.00			60.04	3/5/13	63.04
119	3.41			40.50	3/8/13	43.41
127	131.00	139.91		218.27	1/8/13	331.56
129	2.09			41.86	3/5/13	42.25
130	52.16	2.77		55.43	1/24/13	103.11
132	57.34			117.36	1/15/13	114.02
133	44.12			90.78	2/5/13	86.28
134	47.14	4.39		200.00	1/8/13	95.55

ACCT #	1 - 30.	31 - 60	60+	LAST PAYMENT	TOTAL	
135	44.10			41.56	1/22/13	86.10
138	2.05			40.94	2/28/13	42.99
139	12.01			240.11	3/12/13	231.76
140	60.26	60.60		100.00	2/12/13	178.14
146	85.63			60.00	10/23/12	84.77
154	181.41	176.58	2,611.10	40.00	2/19/13	3,009.09
155	2.22			44.34	3/8/13	46.56
159	6.02			120.40	2/26/13	46.02
161	10.97			80.00	3/5/13	55.07
163	2.37			47.44	2/26/13	49.81
164	4.90			98.02	2/28/13	50.14
165	46.42	2.34		46.71	1/28/13	92.86
167	50.03	53.75	40.77	52.74	2/22/13	187.29
168	49.80	7.34		146.70	1/30/13	101.54
170	46.28			142.03	1/22/13	90.36
171	47.46			138.88	1/22/13	92.66
173	3.08			61.69	2/26/13	54.58
176	4.61			100.00	1/15/13	44.93
182	49.50			103.00	2/12/13	96.02
185	43.73			100.00	1/11/13	89.37
186	2.25			45.03	2/26/13	45.25
194	2.05			41.00	2/28/13	45.11
195	2.32			46.38	2/28/13	46.54
196	2.57			51.48	3/5/13	74.92
199	2.13			42.67	2/26/13	42.65
200			1,433.82	555.00	8/9/10	1,433.82
203	4.96			57.12	2/28/13	50.64
206	2.26			45.17	2/28/13	44.64
208	43.72			41.21	1/24/13	86.08
209	50.15	13.44		63.00	3/5/13	106.65
210	2.23			44.50	2/26/13	45.45
212	2.21			44.24	2/28/13	46.45
213	2.16			43.18	3/5/13	43.78
218	108.29	112.73	4.91	109.24	1/11/13	312.73
219	1.77			100.00	3/5/13	43.57
220	63.04	0.83		228.00	2/7/13	123.87
221	59.95	58.50	152.72	50.00	2/26/13	316.91
223	0.24			51.81	2/22/13	48.98
225	2.42			48.44	2/28/13	47.76
226	45.00			43.76	2/12/13	86.24
227	1.91			44.00	2/28/13	44.71
231	44.49	4.34		86.73	1/28/13	90.55
233	2.31			46.17	2/26/13	45.53
234	2.26			45.20	2/26/13	44.86
237	52.00			109.78	1/22/13	98.70
242	44.21			43.81	1/15/13	86.49
243	5.98			119.64	3/5/13	52.88
244	29.46			50.00	1/22/13	71.78
246	39.22			420.00	7/30/12	83.14
248	26.73			200.00	3/12/13	73.93
249	2.37			47.31	3/8/13	42.43
250	2.40			48.09	3/5/13	46.66

ACCT #	1 - 30.	31 - 60	60+	LAST PAYMENT		TOTAL
252	46.64			51.18	2/19/13	90.96
253	2.00			40.00	3/12/13	42.14
257	2.03			40.68	3/5/13	42.05
259	2.09			41.80	2/26/13	43.73
261	1.96			39.64	2/28/13	42.02
264	46.48	4.68		93.56	2/12/13	95.20
270	4.42			134.94	2/12/13	71.52
275	30.50			74.80	2/19/13	92.15
276	2.41			48.20	2/26/13	48.83
281	2.17			43.32	2/28/13	43.31
287	2.51			50.17	3/5/13	50.17
289	3.18			63.53	2/28/13	63.52
293	47.23			149.47	2/7/13	89.35
295	42.00			86.10	2/12/13	82.00
296	52.81			53.61	3/5/13	99.03
298	2.11			42.11	2/26/13	42.11
299	2.52			50.42	2/28/13	48.14
305	1.52			43.00	3/5/13	41.52
306	0.42			43.00	2/28/13	42.56
307	2.39			47.78	3/12/13	43.01
310	2.16			43.36	3/12/13	45.52
311	44.56	42.00		80.69	1/4/13	127.00
316	2.11			42.10	3/12/13	47.25
317	1.81			100.00	2/28/13	47.91
319	2.31			46.25	3/12/13	45.31
323	3.40			67.94	2/28/13	66.38
324	2.21			44.16	2/28/13	44.13
326	7.00			300.00	2/5/13	47.00
329	6.68			133.60	3/5/13	51.00
332	2.59			51.81	3/12/13	51.89
334	42.00			88.56	2/5/13	82.00
337	2.60			52.05	2/28/13	51.92
338	43.97			130.47	2/12/13	85.85
339	44.16	40.88		200.00	12/21/12	125.20
342	60.85			299.95	1/15/13	120.85
343	2.51			50.11	2/26/13	50.27
350	3.15			63.00	3/12/13	63.15
354	46.24	2.05		41.06	2/1/13	92.23
355	54.38	9.88		20.00	3/8/13	113.20
358	43.87			160.00	2/8/13	92.69
362	50.12	4.98		99.69	1/24/13	100.68
367	2.57			51.35	2/26/13	51.37
	4,007.62	920.45	4,535.26			16,154.11
	BILLING REGISTER INFORMATION 2/28/13					
	WATER	2634.92	CURRENT CHARGES		18,080.85	
	SVC CHG	14575.00	PAST DUE		7,277.46	
	FIRE SVC	60.00	OVERPAY/PREPAY		-13,775.96	
	RECONNECT	70.00				
	ADJ	56.80				
	LATE CHGS	684.13	TOTAL RECEIVABLES		11,582.35	
	TOTAL REC	22,538.33				
	ACCTS	144				

METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED IN GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS
Alliance Master Meter Union Park	363 369	JAN	1,407,400	441,200	966,200	862,440	68.65	1.07
Alliance Master Meter Union Park	363 369	FEB	1,392,500	400,900	991,600	811,170	71.21	18.20
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 2013							
	Total 2012		20,424,200	6,667,800	13,756,400	12,470,220	67.35	9.35
	Total 2011		19,307,170	5,925,900	13,381,200	11,916,240	69.77	10.95
	Total 2010		20,013,990	6,461,400	13,552,500	12,579,240	67.77	7.18
	Total 2009		21,003,900	6,427,000	14,576,900	13,189,380	69.40	8.26
	Total 2008		23,183,499	9,129,300	14,054,199	13,184,640	60.62	6.19
	Total 2007		22,786,000	6,904,600	15,845,400	14,103,260	69.54	11.17

Page 23 of 62

From: rruwater@sonic.net

Subject: A few things for the agenda in March.

Date: February 22, 2013 4:31:33 PM PST

To: "CM-Cheryl Doran-Girard" <doran-girard@sbcglobal.net>, "CM-lynn watson" <petalumapoet@hotmail.com>

Hi Cheryl,

Here are a few things for the agenda in March.

1) Acct 154. The customer had unexplained high use in late 2012. They live out of town and turn their water off during the winter. I sent our operator out to investigate and he found the meter spinning and he shut the water off at RRU's valve. It is one of those "St Dorothy's" situations, where there was unexplained water use, a meter was definitely spinning, yet there is no one who can/will explain or confess negligent behavior of any kind. The customer is requesting a reprieve on this bill, as it was over \$2,000, and she swears wholeheartedly that there is no way that a hose could have been left on, or water left on anywhere. Please put this item on the agenda for consideration.

2) Account 29 in Camp Meeker and Acct 29 in Sereno Del Mar (SDMWC): I deposited Sereno Acct 29's payment into the Camp Meeker bank account on 1/28/13.

Camp Meeker needs to write a check to Sereno del Mar Water Co in the amount of \$89.22.

3) I spent a *little* time going over Kevin Cogliandro's use going back as far as 2010. My objective was to get an average usage per month for the cold months (Jan - Jun) and an average usage per month for the warm months (Jul - Dec).

So many of his bills have had to be estimated each month over the years, but you can clearly see that in 2010, he had not begun his landscaping project where he used to park his car. It is my understanding he would park his car on the side of the house, but later he landscaped that area and no longer parks there.

I took the reads we actually got in 2010 (Jan - Jun), added them, then averaged them per the number of months we were able to get real reads. In this case, we were able to read 5 of those 6 months.

I did the same for Jul - Dec; then the same for 2011.

THEN - I averaged the cold months' use for 2010 and 2011, and the same for the warm months, and made this the average monthly usage for Kevin for 2012.

You will see on the audit history for 2012 what he was charged (estimates mostly though it doesn't indicate on every month if it was estimated; refer to my spreadsheet; "E" stands for Estimate) and what he would have been billed with the average usage.

I came up w/ a credit of \$43.26.

Sorry. Probably WAY too much verbiage here. But take a look at the spreadsheet and the audit history and it will hopefully be clear. In the

Feb 21, 2013

Dear Stephanie and The Board of Directors

I'm enclosing the findings from the American Leak Detection company we hired to ease our mind to see if we had an underground pipe leak to account for the 75,000 gallon use of water. The report shows nothing was wrong on our side. A friend called to tell me there was a major house fire in January in Camp Meeker on Montgomery Street and many fire departments were called to help fight the fire - could that have been the source of our 75,000 gallon use? This problem has caused our family major anxiety and, also the extra expense we had to incur to try and solve this problem. Why did it have to come to this?

Sincerely,

Anita Nail and

Julie Galloway

Anita Nail - CMR

SITE Site: 83 Mission St Occidental, CA 95465		INVOICE # 57235	
		Tech MR	Start Date 2/19/2013
		Order AA	Complete Date 2/19/2013
		Billing # 415 564 9194	
BILLING Anita Nail 2087 23rd Ave San Francisco, CA 94116		Claim / PO	
		Site Phone #	

DESCRIPTION	AMOUNT
<p>Domestic Water Main Leak Detection</p> <p>American Leak Detection isolated and pressure tested the underground plumbing lines(s) listed below. If a line was found to lose pressure, ultra sound equipment was used to locate and mark the area of highest electronic readings of the plumbing leak.</p> <p>Concern: High water bill.</p> <p>Meter Movement: No.</p> <p>Line(s) that held pressure: Main Line; Hot Line; Cold Line.</p> <p>Leak Detected On: No Leaking Line.</p> <p>Pipe Size/Material: 1/2" - 1" Galvanized.</p> <p>Notes: This is a summer home and before the homeowner left they turned off the water at the meter. Upon arrival, ALD found the meter to be turned back on. ALD believes the water is being used by others and recommends having the water company install a box with a lock around the meter to prevent the meter from being turned back on.</p> <p>The results of the inspection were shown to and discussed with the customer.</p> <p>If requested within 30 days, ALD can return for further testing at an hourly rate of \$150 plus \$110 per tank of Tracer Gas.</p> <p>Paid in Full by Check #289</p> <p>THANK YOU FOR CALLING AMERICAN LEAK DETECTION. Your feedback is of importance to us. Please fill out our survey at: www.americanleakdetection.com/survey</p>	295.00
Work Ordered By Anita Nail 415 845 1984c	TOTAL \$295.00

OUR GUARANTEE: Detections are guaranteed for 30 days. We will re-test the system or refund the detection fee (at our sole option) if it is reported within 30 days that a leak still exists. Repairs

February 13, 2013

#154

Dear Board of Directors:

We are writing in reference to the water bill, in the amount of \$2,562.95 for the month of December, 2012 at our property located at 83 Mission in Camp Meeker, CA. The bill in February is now at \$2,907.70.

The water to our property was turned off, by us, in October 2012. This is something we do yearly so as to avoid having pipes burst when the temperature drop during the winter. The property is used primarily during the summer months although we do make occasional visits during the winter to check on the house and grounds.

It was a surprise then that we received a water bill in such an exorbitant amount! No one was at the house during the period the bill is for (and this information can be backed up by the electrical bill, which shows no usage).

However, we checked on the property and the pipes to ease our minds and determine if there was a problem. We found nothing. The pipes are fine, still turned off and there are no leaks.

pWe'd like to request this bill be waived. We are long time responsible customers who pay on time and take good care of our property. We have never had an incident like this in all the years the property has been in our family (since 1954). We have confirmed there is no problem with our water system and it appears, from your records, that the usage has gone down.

Thank you very much for your consideration

Anita Nail & Julie Galloway



154

Hi

Wednesday, February 13, 2013 9:27 PM

From: "anita nail" <nonnanail@sbcglobal.net>

To: "Cathie Anderson" <andersoncathie@ymail.com>

Hi Cathie I just wanted to touch base with you before I send you the letter about the usage of water at Camp Meeker...we got a bill for (I hope your sitting down) \$2,907.70 !! Cathie, we haven't even been up there and I explained in the letter I turned off the water in October. They said we used 75,000 gallons. Stephanie said to write a letter to the board of directors to appeal to them. I would have liked to talk to you, but couldn't find your number. If you'd like to call me my number is 415-564-9194.. Can you recommend a plumber to help us?

I hope your family is well. Be sure to say hello to your mom..I hope she's doing well too. Thanks for listening and letting me vent. Anita (and Julie too)

From: rruwater@sonic.net

Subject: A few things for the agenda in March.

Date: February 22, 2013 4:31:33 PM PST

To: "CM-Cheryl Doran-Girard" <doran-girard@sbcglobal.net>, "CM-lynn watson" <petalumapoet@hotmail.com>

Hi Cheryl,

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Camp Meeker needs to write a check to Sereno del Mar Water Co in the amount of \$89.22.

3) I spent a *little* time going over Kevin Cogliandro's use going back as far as 2010. My objective was to get an average usage per month for the cold months (Jan - Jun) and an average usage per month for the warm months (Jul - Dec).

So many of his bills have had to be estimated each month over the years, but you can clearly see that in 2010, he had not begun his landscaping project where he used to park his car. It is my understanding he would park his car on the side of the house, but later he landscaped that area and no longer parks there.

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I came up w/ a credit of \$43.26.

Sorry. Probably WAY too much verbiage here. But take a look at the spreadsheet and the audit history and it will hopefully be clear. In the

end, giving him a usage per month (jan - jun) of 3613 gal, and then 6133 for jul - dec, then adjusting his bills in 2012 accordingly, he's probably coming out farther ahead than if we'd got the actual reads.

I'd be curious to see how he's come up w/ a credit amount in the \$150-range. If you have documentation on that, please send it my way.

If you want to discuss this, please call me on Tuesday. I will be off on Monday.

Have a nice weekend,

Steph

1/9/2012	2/6/2012	3/6/2012	4/7/2012	5/7/2012	6/4/2012	7/6/2012	8/6/2012	9/10/2012	10/7/2012	11/8/2012	12/5/2012
E	E	E	E	E	E	E	E	E	E	E	(read 52849)
4310	3680	3860	3650	3640	4840	13,000	8820	8820	7660	6580	0

-6

1/10/2011	2/6/2011	3/4/2011	4/5/2011	5/7/2011	6/5/2011	7/6/2011	8/5/2011	9/7/2011	10/7/2011	11/5/2011	12/5/2011
4210	3050	E	E	E	7250	7320	E	2,530	E	3280	4,410

1/6/2010	2/7/2010	3/7/2010	4/7/2010	5/4/2010	6/8/2010	7/7/2010	8/8/2010	9/8/2010	10/6/2010	11/5/2010	12/8/2010
3640	E	3570	3600	3230	3950	7420	11310	11080	4,880	4710	E

2012	
jan - jun:	23980
23980/6:	3996

2012	
jul - dec:	44880
44880/5:	8976

2011	
jan - jun:	14510
14510/4:	3628

2011	
jul - dec:	17540
17540/4:	4385

2010	
jan - jun:	17990
17990/5:	3598

2010	
jul - dec:	39400
39400/5:	7880

3613/mo → (5628 + 3598) ÷ 2 = 3613/mo

6133/mo → (4205 + 2000) ÷ 2 = 6133/mo

(5628 + 3598) ÷ 2 = 3613/mo

after adjusting Kevin's bill (2012)
per month based on avg from
2010 + 2011, he will get
a 43.26 credit.

Thoughts?

2/20/2013

9:38:57AM

CAMP MEEKER REC & PARK

AUDIT HISTORY

Program Version 12.5.100

Page 1 of 2

43.26

Account: 81

INVEST4SUCCESS INC

Date	Amount	Description	Balance
		Beginning Month Balance	4310 8.62 \$0.00
1/9/2012	\$8.62	Usage of 4310 WATER	-3613 -7.23 \$8.62
1/9/2012	\$40.00	SERVICE CHARGE	697 or 1.39 \$48.62
1/26/2012	(\$48.62)	Payment Check # 252183057	\$0.00
		Beginning Month Balance	3680 \$0.00
2/7/2012	\$7.36	Usage of 3680 WATER	-3613 \$7.36
2/7/2012	\$40.00	SERVICE CHARGE	67 or .13 \$47.36
2/22/2012	(\$47.36)	Payment Check # 255902038	\$0.00
		Beginning Month Balance	3860 \$0.00
3/7/2012	\$7.72	Usage of 3860 WATER	3613 \$7.72
3/7/2012	\$40.00	SERVICE CHARGE	247 or .49 \$47.72
3/16/2012	(\$47.72)	Payment Check # 259095002	\$0.00
		Beginning Month Balance	\$0.00
4/9/2012	\$7.30	Usage of 3650 WATER	3650 \$7.30
4/9/2012	\$40.00	SERVICE CHARGE	3613 \$47.30
4/24/2012	(\$47.30)	Payment Check # 263257727	37 or .07 \$0.00
		Beginning Month Balance	\$0.00
5/8/2012	\$7.28	Estimated Usage of 3640 WATER	3640 \$7.28
5/8/2012	\$40.00	SERVICE CHARGE	3613 \$47.28
5/25/2012	(\$47.28)	Payment Check # 267463709	27 or .05 \$0.00
		Beginning Month Balance	\$0.00
5/4/2012	\$9.68	Usage of 4840 WATER	4840 \$9.68
6/4/2012	\$40.00	SERVICE CHARGE	3613 \$49.68
6/19/2012	(\$49.68)	Payment Check # 269953718	1227 or 2.45 \$0.00
		Beginning Month Balance	13000 \$0.00
7/9/2012	\$92.50	Usage of 13000 WATER	6133 or 24.00 \$92.50
7/9/2012	\$40.00	SERVICE CHARGE	6867 \$132.50
		Beginning Month Balance	\$132.50
8/7/2012	\$38.65	Usage of 8820 WATER	8820 \$171.15
8/7/2012	\$40.00	SERVICE CHARGE	6133 \$211.15
8/21/2012	(\$211.15)	Payment Check # 277748597	2687 or 5.37 \$0.00
		Beginning Month Balance	\$0.00
9/10/2012	\$38.65	Estimated Usage of 8820 WATER	8820 \$38.65
9/10/2012	\$40.00	SERVICE CHARGE	6133 \$78.65
9/21/2012	(\$78.65)	Payment Check # 281418975	2687 or 5.37 \$0.00
		Beginning Month Balance	\$0.00
10/8/2012	\$29.95	Usage of 7660 WATER	7660 \$29.95
10/8/2012	\$40.00	SERVICE CHARGE	6133 \$69.95
10/23/2012	(\$69.95)	Payment Check # 284836604	1527 or 3.05 \$0.00
		Beginning Month Balance	\$0.00
11/8/2012	\$21.85	Usage of 6580 WATER	6580 \$21.85
11/8/2012	\$40.00	SERVICE CHARGE	6133 \$61.85
11/27/2012	\$3.09	Late Charge	447 or .89 \$64.94
11/27/2012	(\$61.85)	Payment Check # 288642994	\$3.09
		Beginning Month Balance	\$3.09
12/7/2012		Usage of 0 WATER	\$3.09
12/7/2012	\$40.00	SERVICE CHARGE	(6133 = 18.50) \$43.09
12/26/2012	\$2.15	Late Charge	use, 40 charge \$45.24

2/20/2013

9:38:57AM

CAMP MEEKER REC & PARK

AUDIT HISTORY

Program Version 12.5.100

Page 2 of 2

Account: 81

INVEST4SUCCESS INC

Date	Amount	Description	Balance
12/26/2012	(\$43.09)	Payment Check # 292018277	\$2.15
		Beginning Month Balance	\$2.15
1/8/2013	\$8.62	Usage of 4310 WATER	\$10.77
1/8/2013	\$40.00	SERVICE CHARGE	\$50.77
1/14/2013	(\$2.15)	Adjustment-Reverse late fee	\$48.62
1/14/2013		PMT IN ON TIME; DUE 12/25; ENTERED 12/26.	
1/16/2013	(\$8.62)	Adjustment-Other adjustment	\$40.00
1/16/2013		HIGH ESTIMATES. CREDIT UNTIL CATCH UP.	
1/23/2013	(\$8.62)	Corrected Usage of 0 WATER	\$31.38
1/23/2013	\$8.62	Adjustment-Other adjustment	\$40.00
1/23/2013		DEBIT FOR DOUBLE REVERSAL OF WATER CHGS	
1/24/2013	\$2.00	Late Charge	\$42.00
1/24/2013	(\$40.00)	Payment Check # 853	\$2.00
1/24/2013	(\$2.00)	Adjustment-Reverse late fee	\$0.00
1/24/2013		PMT IN ON TIME	
		Beginning Month Balance	\$0.00
2/7/2013	\$7.36	Usage of 3680 WATER	\$7.36
2/7/2013	\$40.00	SERVICE CHARGE	\$47.36
2/19/2013	(\$47.36)	Payment Check # 298781677	\$0.00
Totals for WATER		276.92	
Totals for SERVICE CHARGE		560.00	
Totals for Late Charge		7.24	
Totals for Adjustments		-4.15	
Payments Received		840.01	

Qualified By: Account # 81
 Russian River Utility

From: rruwater@sonic.net
Subject: Acct 81 - Regarding Estimated Meter Reads, etc
Date: February 11, 2013 2:16:25 PM PST
To: "CM-Cheryl Doran-Girard" <doran-girard@sbcglobal.net>

Cheryl,

I have spoken with Kevin regarding his meter reads and high estimates over the last year.

In 2012, from February through June, we had to estimate the meter read for account 81 because a car was parked over the meter.

In July, we finally were able to get an accurate read, which proved that the estimates were low the previous month(s). The customer's read put his usage up to 13,000 gal (\$132.50 bill), which definitely bumped him into the higher tier.

From August through November 2012, their meter again had to be estimated.

We got accurate reads in December and January, and an adjustment was made for those two months, totaling about \$11 in the customer's favor.

Kevin requested that we go back over the year and adjust his bill for the high estimates. I told him we would only go back the past 2 months, and at this point, he would need to call his reads in every month.

He was not happy with this, so I suggested he write a letter to the B/D and present his case at the next board meeting.

If there are further questions, please let me know.

Stephanie

From: Kevin Cogliandro <kcog271g@yahoo.com>
Subject: Re: CMRPD: Agenda Item
Date: February 8, 2013 8:14:45 PM PST
To: "doran-girard@sbcglobal.net" <doran-girard@sbcglobal.net>

Cheryl,

The exact amount I was overcharged was \$156.28. The issue is my meter is in the middle of the parking space in front of my house, and can't be read. It needs to be relocated to ensure an exact reading every month.
Thanks, Kevin Cogliandro

Sent from my iPhone

On Feb 8, 2013, at 18:16, "doran-girard@sbcglobal.net" <doran-girard@sbcglobal.net> wrote:

Kevin--

We have received your request for an agenda item and will place on the agenda for the 2/19 Board meeting; however, would appreciate your estimate of overcharges and further detail. We will need to receive this information prior to 2/12 in order for it to conform to the timeline needed for processing of agenda and Board informational package.
Thank you.

Cheryl Doran-Girard
Camp Meeker Recreation & Park District
Post Office Box 461
Camp Meeker, CA 95419
Telephone: 707-545-2108
Email: admin@campmeeker.org

From: Camp Meeker Recreation and Park District <doran-girard@sbcglobal.net>
Subject: Agenda Item
Date: January 30, 2013 7:45:09 PM PST
To: admin <admin@campmeeker.org>

Camp Meeker Recreation and Park District



Agenda Item

Generated on January 30, 2013

To: Webmaster

From:
Kevin Cogliandro
kcog271g@yahoo.com

Title
15 mins

Description

Existing water meter location. CMP&RD water department cannot read it in current location. Reimbursement for over payment of last year.

Proposed Action

Move the meter by self or water district to move. If not possible, discuss options of discount to bill for reading meter for russian river utility. Discuss overage charges for past year – water district has been estimating use.

Camp Meeker Recreation and Park District

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LAW OFFICES OF
**PERRY, JOHNSON, ANDERSON,
MILLER & MOSKOWITZ LLP**

438 First Street, 4th Floor, Santa Rosa, CA 95401

February 25, 2013

William D. Anderson
David F. Beach
John E. Johnson*
Marla D. Keenan*
Scott A. Lewis
Malcolm T. Manwell
Michael G. Miller
Lawrence A. Moskowitz*

Jeremy L. Olsan
Leslie R. Perry
Burton H. Fohrman
Roger J. Illsley
Daphne A. Beletsis
Raleigh S. Fohrman
Mary Jane Schneider
Anne C. D'Arcy, R.N.
Sheila S. Craig
Deborah S. Bull
Oscar A. Pardo
Kenneth R. Cyphers**
Aubrey A. Mauritsen
Michael E. Liotta
Isaac M. Gradman

*Certified Specialist
Family Law,
The State Bar of California
Board of Legal Specialization

** Licensed in New York and
California

TELEPHONE
(707) 525-8800

FACSIMILE
(707) 545-8242

E-MAIL
cyphers@
perrylaw.net

WEBSITE
www.perrylaw.net

Cheryl Doran-Girard
Board of Directors
Camp Meeker Recreation and Parks District
P.O. Box 461
Camp Meeker, CA 95419

Re: **CMRPD Playground Project**

Dear Cheryl,

We have done some preliminary research on regulations for public playgrounds and liability issues. In California, public playgrounds are subject to CA Health and Safety Code §§115725 – 115735 (the "Playground Safety Act"). New public playgrounds owned by a local agency like CPRPD must comply with the Playground Safety Act, as well as be ADA compliant.

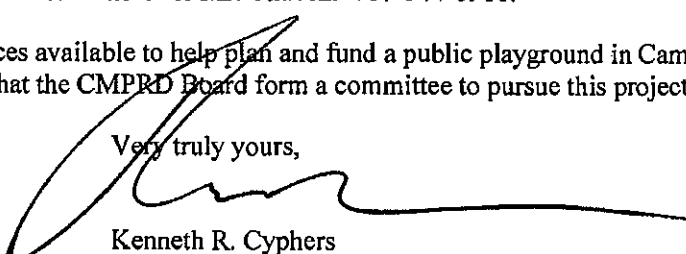
Ground surface material and fall distance are some aspects of a public playground that are regulated. CMRPD will have significant liability exposure if the playground you build does not comply with the Playground Safety Act and ADA. Putting up a backyard jungle gym on CMRPD property is not an option.

I had some experience reviewing playground projects when I served as a Planning Commissioner for the Town of Windsor. I contacted my friend Donna Legge, Director of Parks and Recreation for the Town of Windsor, to request information about building and maintaining a public playground. Donna recommended that we contact a local company called Ross Recreation Equipment. Ross Recreation is familiar with the regulations for public playgrounds and sells and installs new playground equipment. They also allow volunteer assistance with installation to keep costs down. I contacted Ross Recreation today and they are forwarding us an information package on their playground equipment. A quality public playground will not be cheap. Fundraising and grant funds should be pursued to make your project a reality.

Donna suggested that CMRPD apply for a grant from PlayfulCity USA to help fund the construction of the playground. She recommended that we contact Oscar Chavez of Community Action Partnership, a local non-profit that was instrumental in helping Roseland obtain a grant for a public playground. The contact number for Mr. Chavez: 707-544-6911.

There are many resources available to help plan and fund a public playground in Camp Meeker. I would recommend that the CMRPD Board form a committee to pursue this project.

Very truly yours,


Kenneth R. Cyphers

KRC

From: [Judy Ogburn](#)
To: [Kenneth R. Cyphers](#)
Subject: Camp Meeker Playground
Date: Friday, March 01, 2013 4:28:03 PM
Attachments: [PastedGraphic-4 edited-1.tif](#)
[Ross Recreation Capabilities brochure.pdf](#)

Hello, Ken.

Following up on our conversation this week, I am forwarding a brochure with information about Ross Recreation Equipment Company that your committee may be interested to review.

I also have some installation sites you may wish to visit (see photos of these playgrounds attached).

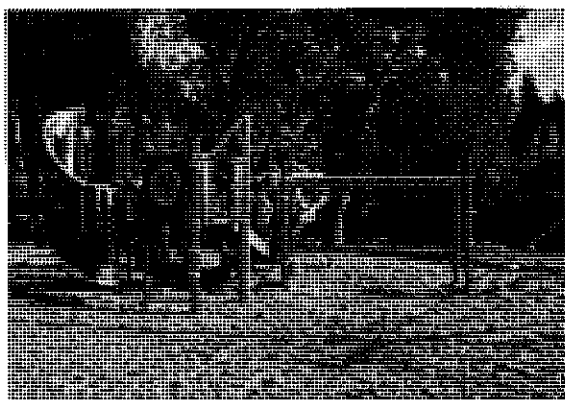
Monte Rio School - 20700 Foothill Drive
Forestville Youth Park - 7045 Mirabel Road

I will be sending you three examples of design proposals with costs next week by Wednesday latest.

Best regards,

Judy Ogburn

100 Brush Creek Rd. Suite 206
Santa Rosa, CA 95404
707.538.3800
707.538.3826 (fax)
www.rossrec.com



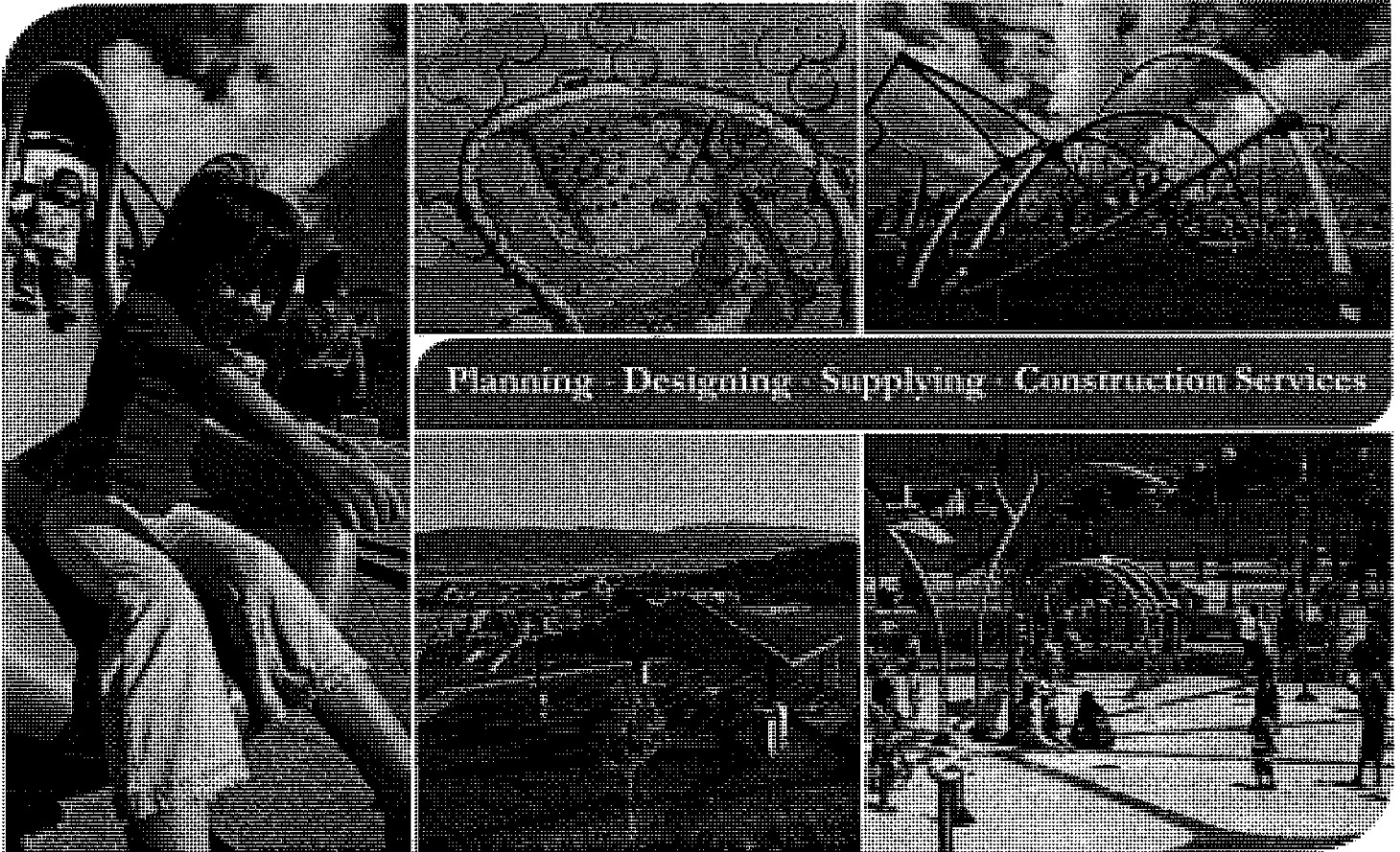




R•SS

Recreation Equipment

Dedicated to Building the Best Experience
In Recreational Spaces.



Building Community since 1973



From initial site assessment and design to the grand opening, we guide our customers through every step of the project, helping to create inspiring parks and community spaces that can be enjoyed for decades.

Planning

Thoughtful, reliable and creative planning is a cornerstone at Ross Recreation. We are keenly aware of the critical role played by a project's master plan and bring to the planning process forty years of experience in site analysis, needs assessment and regulatory issues. With our industry skills and knowledge, and our network of innovative product manufacturers, we maintain a flexible approach to each project, playing whatever role necessary to fit into your budget and needs, from helping create a master plan or with any aspect of your overall plan.

Designing

Whether your project is a sports complex, a housing development or a schoolyard, successful plans go hand-in-hand with design. At Ross Recreation, we work collaboratively — with our clients, staff and manufacturers — to bring together unique and personalized ideas to achieve the optimum design. 3-D and CAD drawings of each site are created, giving a clear picture of the intended environment and visual goals for the team as the project progresses.

Supplying

"Supply" at Ross Recreation means much more than delivering a shade structure or swing set. We supply the product and all the support surrounding it — from ensuring regulatory compliance to providing proper installation. In addition, we supply choice, with product lines from dozens of carefully selected manufacturers, to give you the best solution for your project.

As a licensed specialty contractor, Ross Recreation provides a turn-key approach to all projects, from construction planning to complete installation services. Additionally, we value the sense of community generated by volunteer builds and contribute to their success with videos, manuals and on-site supervision.

Servicing

A successful installation isn't the end of our client commitment. We service what we sell — from general advice to warranty issues, from replacement parts to full-scale retrofits, from safety and compliance updates to sneak peeks of exciting new products. At Ross Recreation, we remain a partner and an extension of your staff to ensure you can rely on us to be a resource long after the sale and for years to come.



CUSTOM
PROPOSED
HILLSIDE
SET SLIDE

"I have always enjoyed working with the sales people from Ross because they are accommodating, supportive and knowledgeable about playground products, and are conscious of the limitations of public school districts budgets. It is because of individuals such as these that I continue to recommend Ross Recreation to other Districts for their playground needs."

Larry Raffo
Facilities Construction Manager, Hillsborough City School District

Ross Recreation Equipment sells and services products from manufactures carefully chosen for their attention to the integrity of their products – quality, safety, environmental impact and a spirit of fun. The following are just a selection from among our wide range of options for creating the perfect recreational environment.

Playground Equipment

Ross Recreation is the exclusive representative in Northern California and Oregon for **Landscape Structures, Inc.**, the world's premier playground equipment manufacturer. Made using state-of-the-art technology, recycled materials and American craftsmanship, our play equipment is the most durable, safe and sustainable in the industry. Landscape Structures' uncompromising level of quality and innovative playsystems and designs creates endless play for all age groups.

Splashpads

Ross Recreation has joined with **Vortex Aquatic Structures** to bring the most innovative aquatic play and urban landscape solutions to Northern California and Oregon. Designed for public parks, aquatic centers, residential developments, water parks, and hotels, Vortex products add a unique, fun and multi-generational element to any public space. With Vortex's flow-through, recirculating and capture and repurpose systems, we can offer water management solutions for all project types.

Site Furnishings

At Ross Recreation, we offer a site furnishings product line that completes the project. We are not only experts in creating play environments, we have also worked for over twenty-five years with the industry's leading site-furnishing manufacturers. **DuMor** brings out the best in your design with benches and tables made from steel, recycled plastic, or wood, as well as bike racks, game tables, grills, picnic tables, pedestal tables, planters, receptacles, and many other site accessories.

Shade Structures

Ross Recreation is proud to represent manufacturers that create the industry's longest-lasting, most aesthetically pleasing shade structures. With years of experience in metal fabrication and the understanding of joining beauty and function, **Classic Recreation Systems** offers creative shelters for all types of gatherings. We also offer fabric shade structures that are a cost-effective, practical, and aesthetically appealing alternative to conventional shade systems. Whether you need a covered space for community gatherings, or simply want to provide children with shade while they play, Ross Recreation is your solution.

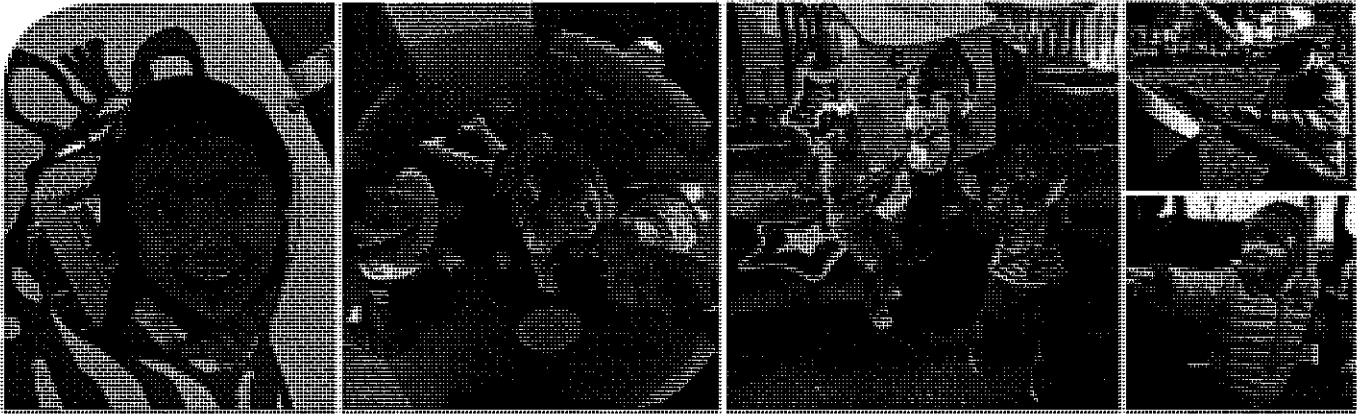
Safety Surfaces

Ross Recreation is proud to represent a variety of high quality surfacing products from the industry's most innovative manufacturers. **Landscape Structures' PebbleFlex** surfacing system utilizes an advanced bond-in-place technology to create unparalleled surfaces that stand-up to the demands of weather extremes and active use. **AquaFlex** provides porous and non-porous surfacing solutions that are slip resistant and chlorine resistant for aquatic environments. **Surface America** offers a variety of rubber surfacing products, including PlayBound Poured-In-Place and PlayBound Tiles. We can also provide engineered wood fiber that meets all current safety and accessibility standards.

Construction Services

As a licensed **specialty contractor** for nearly forty years, Ross Recreation provides turnkey, full-service park installation and construction solutions. Support and experience from our construction services division complements our project design work by offering installation and specialty construction services. Our services are flexible and are meant to provide you with just the right amount of assistance. Ross Recreation can operate as your general contractor, as a specialty contractor or we can help lead your volunteer installation.





Ross Recreation was very helpful with the design, layout and construction of our playground area. From the design phase to the ongoing maintenance, they provided everything needed to help us make informed decisions. Our community loves the new playground and we're grateful to Ross Recreation for helping to make it happen!

Erin M. Treadwell, Director of Recreation, City of Redding, Oregon

"It's great to go out to your company and to have the staff employees. In the early part, most of the equipment... If I had to do it over again, would I purchase from Ross Recreation? The resounding answer is YES!"

John H. Brown, City Manager, City of Santa Rosa, California

About Us

Ross Recreation is the exclusive representative in Northern California and Oregon for a wide range of recreational equipment manufacturers. Since 1973, Ross Recreation has led the industry in designing and installing park and playground products that demonstrate the highest level of quality, innovation, safety, accessibility and sustainable design. As a licensed specialty contractor with forty years of experience, our expertise gives us the ability to efficiently manage projects from beginning to end, making the process seamless and easy for our customers.

With each project opportunity, we look forward to fostering long-term relationships, providing premier products, offering outstanding customer service and support, and always operating with integrity. This commitment has fostered strong relationships with the communities we serve; relationships that have lasted decades.

www.rossrec.com



Contact

California Office

100 Brush Creek Road, #206
Santa Rosa, CA 95404
855.892.3240

Oregon Office

7033 SW Macadam Ave., Ste. 102
Portland, OR 97219
503.432.8950

General Information

info@rossrec.com
855.892.3240



Partners



From: [Judy Ogburn](#)
To: [Kenneth R. Cyphers](#)
Subject: Camp Meeker Proposal
Date: Monday, March 04, 2013 7:57:49 PM
Attachments: [Summary of Costs Camp Meeker Example Proposal.pdf](#)
[3D #600 .pdf](#)
[#600.pdf](#)
[3D #402.pdf](#)
[#402.pdf](#)
[3D #403.pdf](#)
[#403.pdf](#)

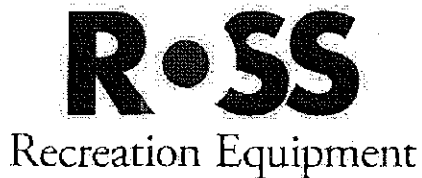
Hello, Ken.

I have attached 3D drawings and plan view drawings for 3 design options at around the same price point - so you can provide the committee with an idea of what can be purchased for a certain amount. These designs are the pre-designed Playsense models - the ones that cannot be modified. A similar design - modified to meet any special requests - can be created in the Playbooster system, with a slightly higher price point. The designs are all created for the 5-12 year-old group. The colors can be changed.

The summary of costs includes a plastic timber border around the required safety zone plus playground wood fiber in the play area. Installation is included, but site preparation is not.

Please let me know if you have any questions or would like additional information.

Judy Ogburn
Ross Recreation Equipment
Phone 707-538-3800



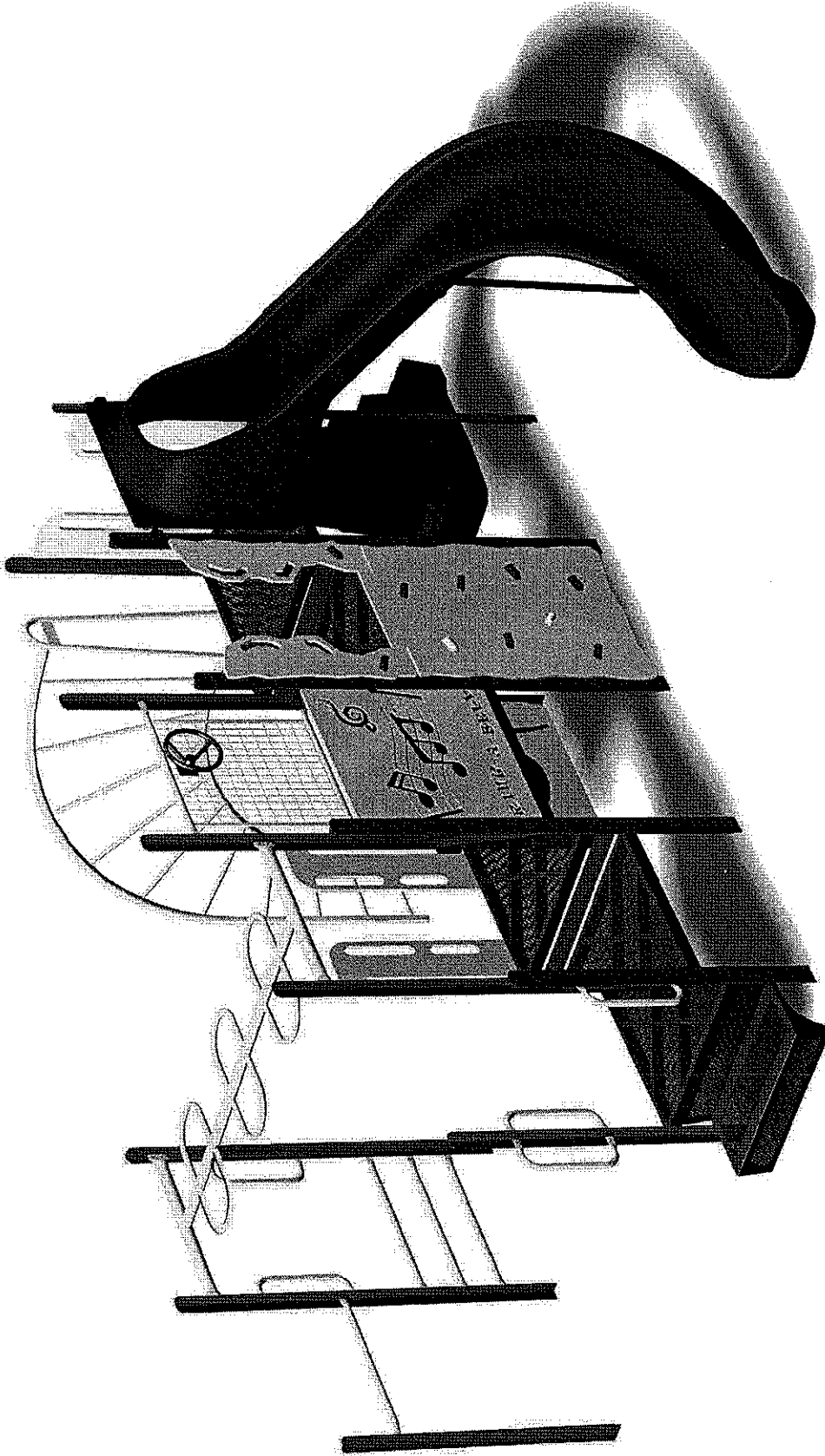
Camp Meeker Proposal Summary of Costs

	<u>Playsense #600</u>	<u>Playsense #402</u>	<u>Playsense #403</u>
Play Structure	\$12,355.00	\$16,535.00	\$14,020.00
Tufftimber Border	<u>\$1,725.00</u>	<u>\$1,725.00</u>	<u>\$1,725.00</u>
Subtotal	\$14,080.00	\$18,260.00	\$15,745.00
Tax @8.25%	\$1,162.00	\$1,507.00	\$1,299.00
Freight	\$2,090.00	\$2,090.00	\$2,620.00
Installation	\$3,860.00	\$5,030.00	\$4,225.00
Safety Surfacing -Wood Fiber	<u>\$2,920.00</u>	<u>\$2,920.00</u>	<u>\$2,920.00</u>
Total, Installed	<u>\$24,112.00</u>	<u>\$29,807.00</u>	<u>\$26,809.00</u>

Pricing does not include site preparation.

Playsense #600 \$12,355

RECREATION EQUIPMENT



Star
landscape
structures®



Better playgrounds.
Better world.™

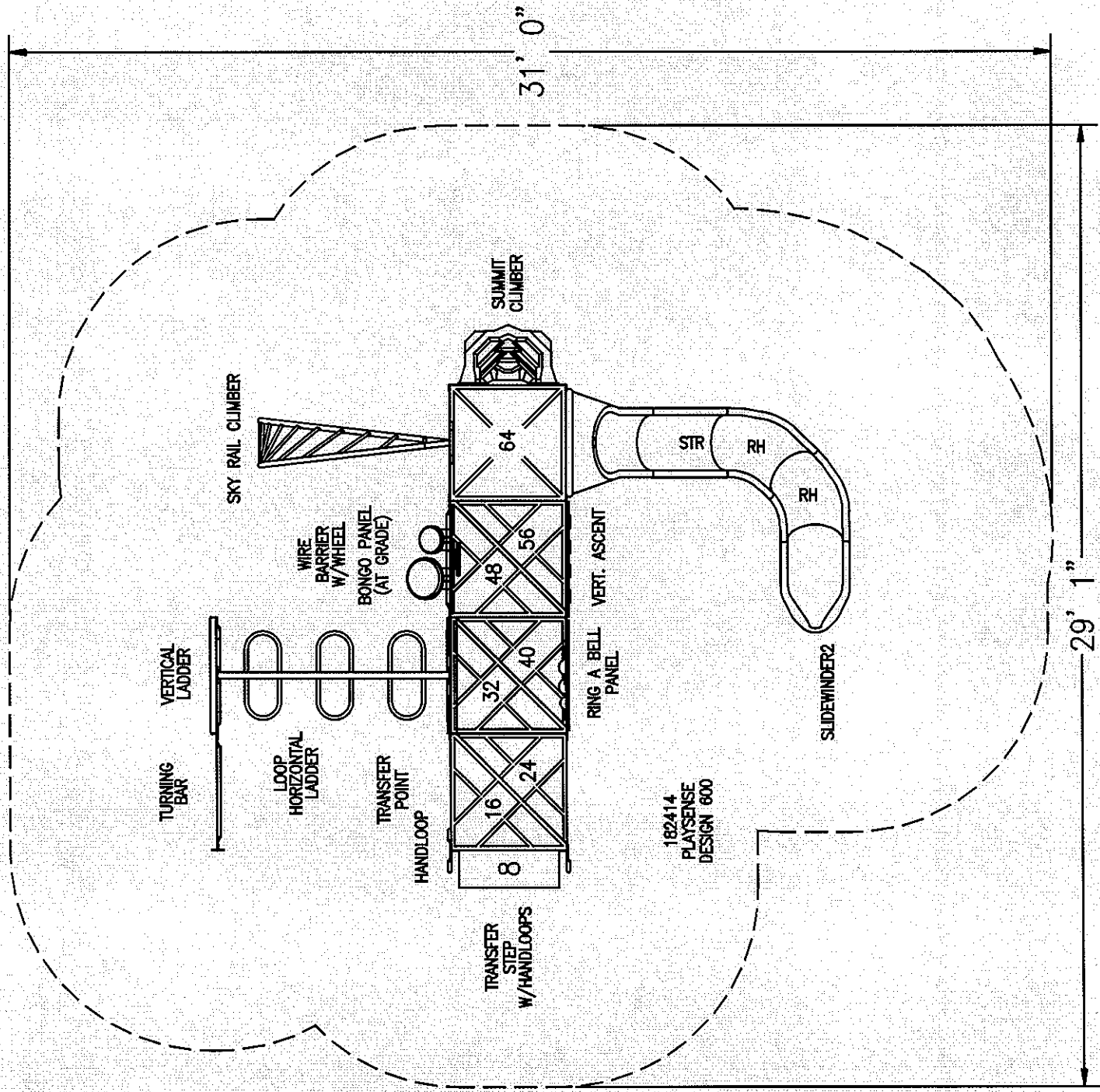
playlsi.com



Proudly presented by:



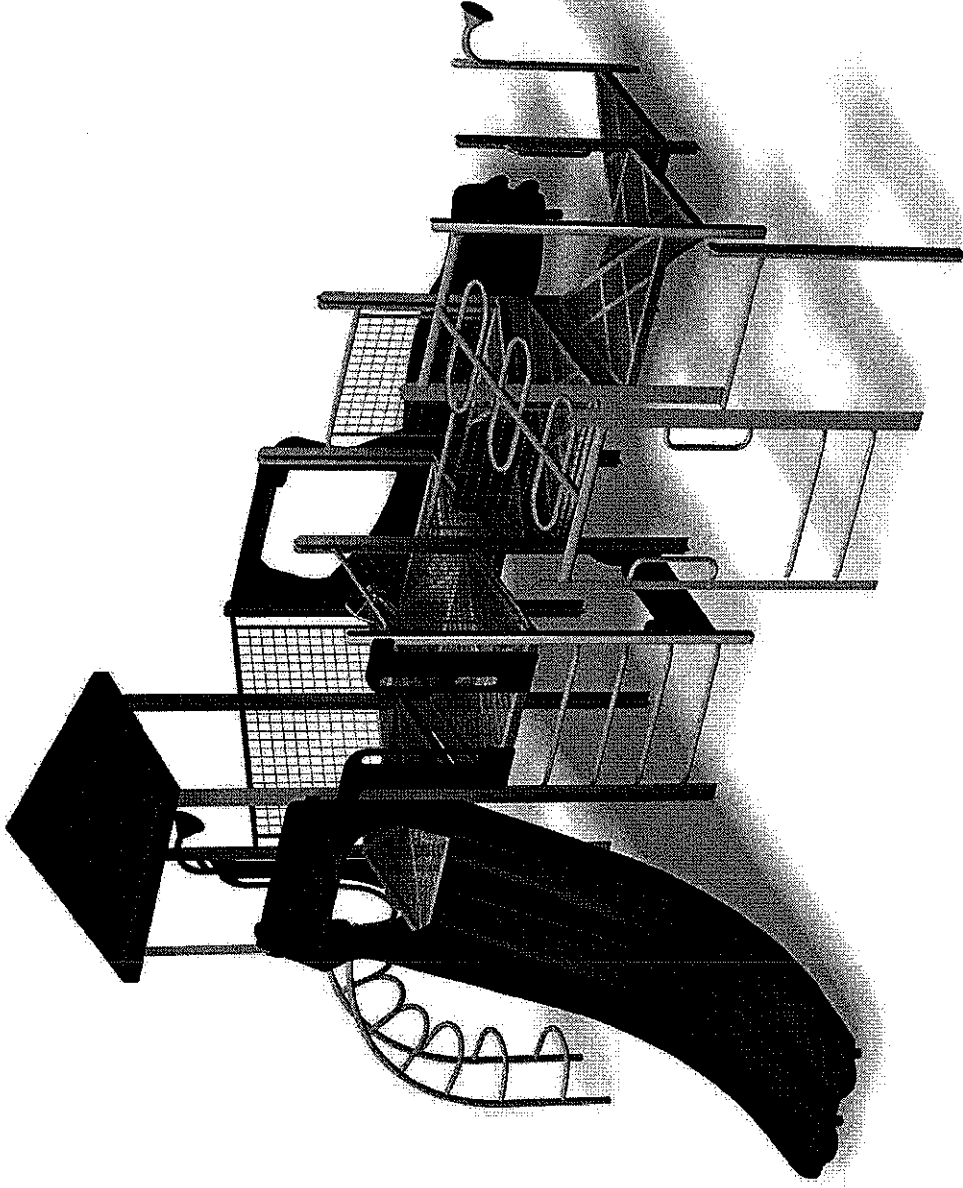
Ross
Recreation Equipment



182414
 PLAYSENSE
 DESIGN 600

Playsense #402 \$16,535

Playsense #402 \$16,535



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Better playgrounds.
Better world.™

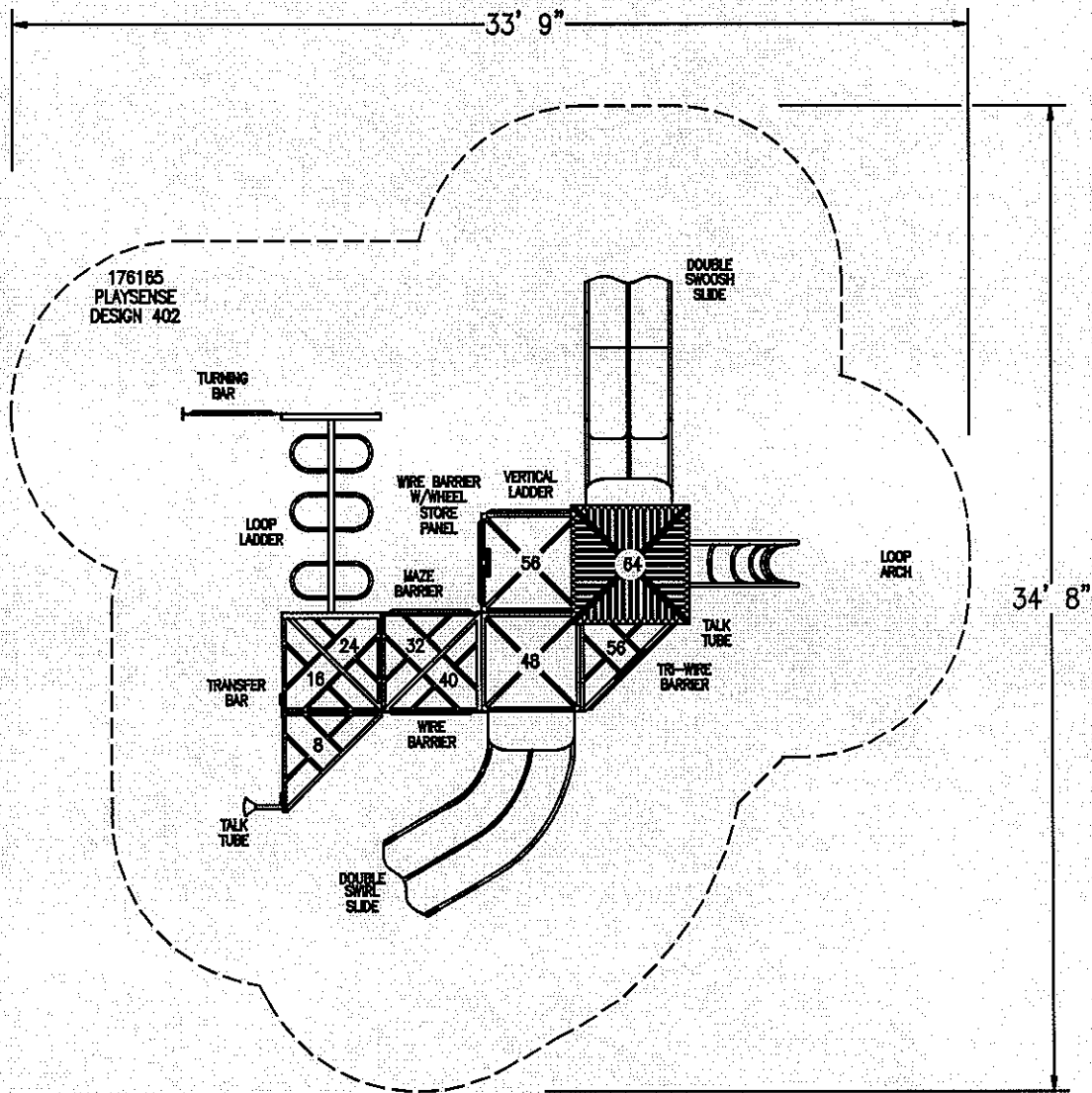
playlsi.com



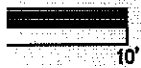
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Recreation Equipment



8		
SIBLE BY RAMP	0	REQUIRED 0
SIBLE BY TRANSFER	8	REQUIRED 4
AMONENTS SHOWN	2	REQUIRED 3
LEVEL COMPONENTS	2	REQUIRED 3



Design
#1005

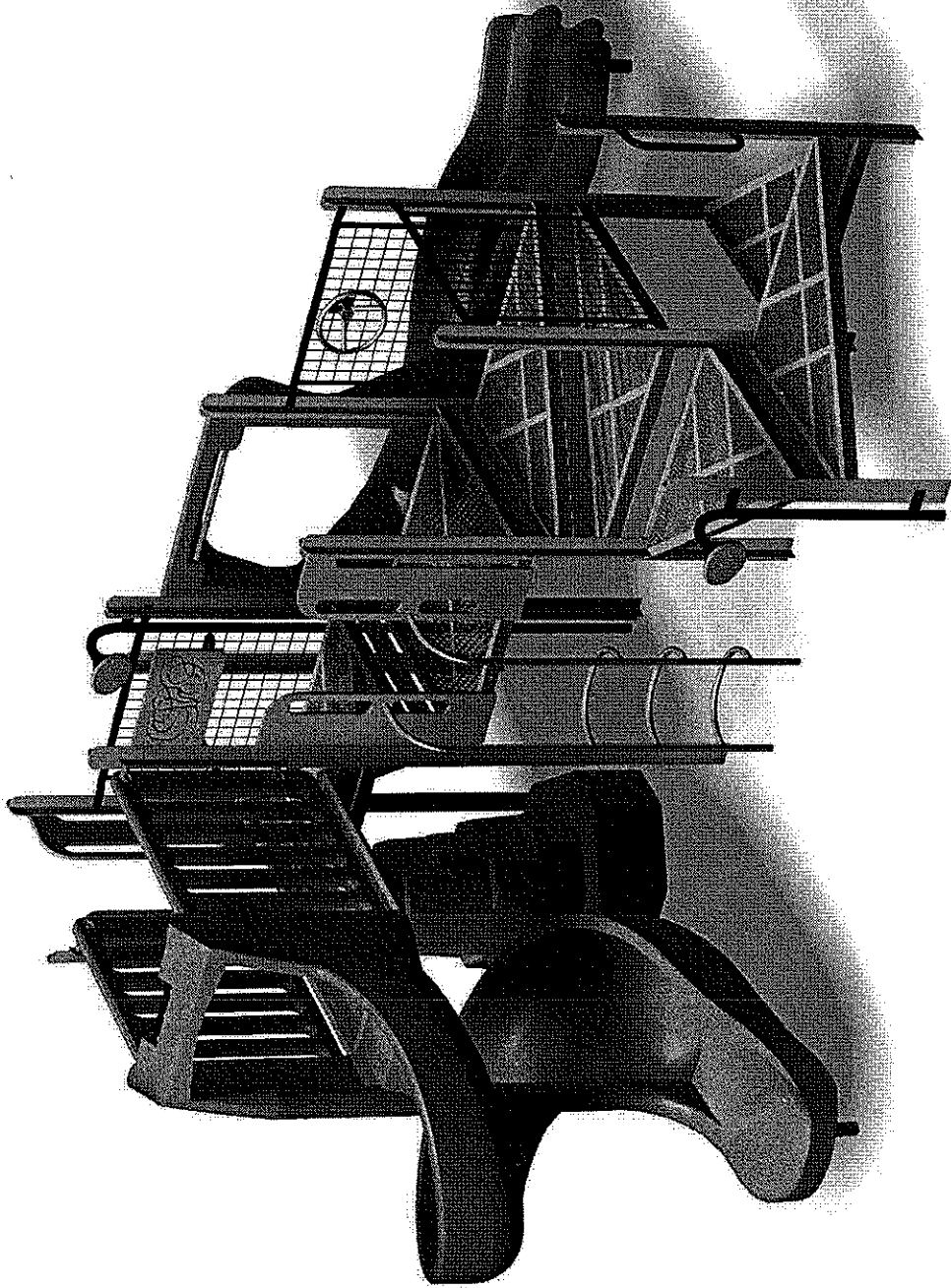
Landscape
Structures

SYSTEM TYPE
PlaySense

DRAWING #:
1005

Playsense #403 \$14,020

Free play, safe play



landscape
structures®



Better playgrounds.
Better world.™

playlsi.com



Proudly presented by:



Ross
Recreation Equipment

176166
PLAYSENSE
DESIGN 403

SUMMIT
CLIMBER

SPYROSLIDE

CHINNING
BAR

MAZE
BARRIER
TALK
TUBE

HANDHOLD
LEG LIFT

LOOP
LADDER

TALK
TUBE

WIRE
BARRIER
W/WHEEL

DOUBLE
SWIRL
SLIDE

TRANSFER
HANDBAR

27' 11"

29' 11"

March 11, 2013

Board of Directors
Camp Meeker Recreation and Park District
PO Box 461
Camp Meeker, CA 95419

Dear Fellow Directors,

It is with regret that I must resign as a Director of the Camp Meeker Recreation and Park District. My resignation is effective immediately so that you may appoint a replacement quickly.

It's been my pleasure to serve with you and to serve the Camp Meeker community. I hope that I was able to contribute in some small way to this wonderful place.

Best regards,

/s/

Jeffry Fawcett
PO Box 460
Camp Meeker, CA 95419

March 13 2013

To: CMR&PD and CM Water Board
From: Michael Ming

Dear Board Members,

I regret to inform you that as of Tuesday March 19th, I am resigning as a Director from the Board. Due to scheduling conflicts with my current employer, CAL FIRE, and the Board's meeting nights, I am forced to make this most difficult decision. I am grateful for the opportunity to serve the community over the years but I cannot continue. I know there are some very talented folks in the community and I believe that my replacement will be a good one. Again, thank you for the opportunity to serve the community with you all and I look forward to your continued success.

Respectfully submitted,
Michael Ming

RESOLUTION NO. 2013-002

CAMP MEEKER RECREATION & PARK DISTRICT

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CAMP MEEKER RECREATION & PARK DISTRICT ESTABLISHING
BOARD OFFICERS FOR THE CALENDAR YEAR 2013

Be it resolved that the Board of Directors of the Camp Meeker Recreation & Park District does hereby elect the following Directors to serve in the capacity of Board officers for the calendar year 2013.

President: _____

Vice-President _____

Secretary-Treasurer _____

It is hereby certified that the foregoing Resolution was duly introduced and legally adopted by the Board of Directors of the Camp Meeker Recreation & Park District during a meeting held on the 19th day of March 2013.

DIRECTORS:

ANDERSON _____ HELFRICH _____ WATSON _____

AYES _____ NAYS _____ ABSTAIN _____ ABSENT _____

SO ORDERED

Attested

_____ March 19, 2013

RESOLUTION NO. 2013-003

CAMP MEEKER RECREATION & PARK DISTRICT

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CAMP MEEKER RECREATION & PARK DISTRICT ESTABLISHING SIGNERS
FOR THE BANK OF THE WEST CHECKING ACCOUNT

WHEREAS, The Camp Meeker Recreation & Park District holds the following account: 177-001351 with Bank of the West, 22 Front Street, Forestville, California for the purpose of receiving funds collected from its water customers by the water operator, Russian River Utilities.

AND, as Bank of the West has requested confirmation of signers to comply with current federal banking requirements;

THEREFORE, be it resolved that the Board of Directors of the Camp Meeker Recreation & Park District do hereby authorize two Board officers to sign each check. Board officers are defined as the Board President, Board Vice-President and Secretary-Treasurer. For the period ending December 31, 2013, these offices are held as follows:

President: _____

Vice President: _____

Secretary-Treasurer: _____

It is hereby certified that the foregoing Resolution was duly introduced and legally adopted by the Board of Directors of the Camp Meeker Recreation & Park District during a meeting held on the 19th day of March 2013.

DIRECTORS:

CATHIE ANDERSON _____ GARY HELFRICH _____ LYNN WATSON _____

AYES _____ NAYS _____ ABSTAIN _____ ABSENT _____

SO ORDERED

Attested

President

March 19, 2013

RESOLUTION NO. 2013-004

CAMP MEEKER RECREATION & PARK DISTRICT

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CAMP MEEKER RECREATION & PARK DISTRICT AUTHORIZING CLOSURE
OF THE BANK OF THE WEST SAVINGS ACCOUNT

WHEREAS, The Camp Meeker Recreation & Park District holds the following account 015-724567 with Bank of the West, 22 Front Street, Forestville, California for the purpose of receiving funds collected from its website, campmeeker.org via PayPal.com

AND, the District has determined this account no longer meets the District's need to provide ease of transfer of funds and adequate audit trail for its auditor;

THEREFORE, be it resolved that the Board of Directors of the Camp Meeker Recreation & Park District do hereby authorize the Board President, Lynn E. Watson, to withdraw all remaining funds held in said account and arrange for closure of the account. Said funds will further be deposited in the Camp Meeker Recreation and Park District fund 750018 with the County of Sonoma forthwith.

It is hereby certified that the foregoing Resolution was duly introduced and legally adopted by the Board of Directors of the Camp Meeker Recreation & Park District during a meeting held on the 19th day of March 2013.

DIRECTORS:

CATHIE ANDERSON _____ GARY HELFRICH _____ LYNN WATSON _____

AYES _____ NAYS _____ ABSTAIN _____ ABSENT _____

SO ORDERED

Attested

Secretary/Treasurer

March 19, 2013

Larry D. Johnson

Certified Public Accountant

January 10, 2013

Board of Directors
Camp Meeker Recreation and Park District
Post Office Box 461
Camp Meeker, CA 95419

Dear Board Members:

This is a proposal for your 6/30/13 audit. I have been practicing public accounting since 1976 (certified in 1979) and have the expertise to fit your special district audit needs.

My experience includes special districts (Fire Protection Districts, Park and Recreation Districts, Libraries, Water Utility, Transit, etc.)

I understand that you have a minimal administrative staff. Hence, I will not monopolize her time during field work. My field work will be approximately 8 hours. I do an extensive amount of preliminary work using FAMIS at my office. The end result is I know exactly what to ask for during fieldwork.

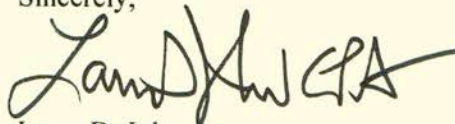
My audit season for governmental entities goes from July 15 to January 15. I expect all audits to be completed by the start of tax season. Specifically I will do preliminary work in July/August 2013 and complete the fieldwork and financial statements in October.

The proposal is dependent upon the continued use of FAMIS.

I will be the primary auditor with minimal work from staff. Unlike larger firms, I do not obtain the engagement as the audit partner and then assign trainees to the audit.

Thanks for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Larry D. Johnson CPA".

Larry D. Johnson
Certified Public Accountant

Attachment

LDJ:maj

CAMP MEEKER RECREATION AND PARK DISTRICT

1. Proposed Staff: Larry D. Johnson, owner.
2. Quality Assurance: The work will be commensurate with a peer reviewed CPA (me) with 30 years of governmental audit experience.
3. Payment Rates: Cost of Annual Audit 6/30/13 - \$ 9,000
4. Billing will be made as follows:
 - a) 1/3 due at the completion of preliminary work prior to field work.
 - b) 1/3 at the completion of fieldwork.
 - c) 1/3 upon delivery of the financial statements.
(The final two billings may be combined)
5. Scope of Services: The work will be in accordance with generally accepted accounting standards (GAAP), generally accepted Audit Standards, and GASB (governmental auditing standards).
6. The audit fieldwork will take place within the month of October, 2013. Professional standards will be maintained as to information disclosure and retention of records.
7. The Board and management will be required to fill out questionnaires at their convenience. (Topics include Fraud, Commitments and Contingencies, Related Parties, Management Discussion and Analysis, etc.).
8. I expect that your administrative staff will pull records for me. My audit fee does not include clerical work.

SYSTEM REVIEW REPORT

December 23, 2011

To Larry D. Johnson, CPA
and the Peer Review Committee of the California Society of CPAs

I have reviewed the system of quality control for the accounting and auditing practice of Larry D. Johnson, CPA (the firm) in effect for the year ended May 31, 2010. My peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. My responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on my review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*.

In my opinion, the system of quality control for the accounting and auditing practice of Larry D. Johnson, CPA in effect for the year ended May 31, 2010, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Larry D. Johnson, CPA has received a peer review rating of *pass*.



Mark McDonell, CPA

California Fire Prevention Benefit Fee:

The State Responsibility Area (SRA) Fire Prevention Benefit Fee was enacted following the signing of Assembly Bill X1 29 in July 2011. The law approved the new annual Fire Prevention Fee to pay for fire prevention services within the SRA. The fee is applied to all habitable structures within the SRA.

The fee is levied at the rate of \$150 per habitable structure, which is defined as a building that can be occupied for residential use. Owners of habitable structures who are also within the boundaries of a local fire protection agency will receive a reduction of \$35 per habitable structure.

This fee will fund a variety of important fire prevention services within the SRA including brush clearance around communities on public lands, along roadways and evacuation routes; and activities to improve forest health so the forest can better withstand wildfire.

If you have questions regarding the SRA Fire Prevention Benefit Fee, you may contact our Service Center at the following address:

Fire Prevention Fee Service Center P.O. Box 2254 Suisun City, CA 94585 1-888-310-6447

If you have questions regarding payments related to your SRA Fire Prevention Benefit Fee Bill, you can contact the State Board of Equalization using the information below:

[State Board of Equalization](#) P.O. Box 942879 Sacramento, CA 94279 1-800-400-7115

Related Links

CAL FIRE Website www.fire.ca.gov

State Board of Equalization www.boe.ca.gov

State Housing and Community Development (HCD) www.hcd.ca.gov/

Listing of County Assessors within the State of California <http://www.boe.ca.gov/proptaxes/assessors.htm>

To see if your home/parcel is within the SRA, use the State Responsibility Area Viewer: http://bofdata.fire.ca.gov/sra_viewer/