

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

Tuesday October 15, 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. September 17, 2019 Minutes
- B. Payment of Claims
- C. Journal Entry Approval
- D. Administrative and Financial Report

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

- A. Report of operations for the current month.
- B. DWR Reporting

VIII. ACTION ITEMS

- A. UPDATE: ANDERSON HALL AND ADJACENT AREA PARKING (10 minutes)  
DESCRIPTION: The Board will further explore issues regarding Anderson Hall and adjacent area parking with respect to signage in this area.  
PROPOSED ACTION: The Board may/may not take action regarding this issue.
- B. DISTRICT SECURITY AND SAFETY (Valery Larson/Staff, 10 minutes)  
DESCRIPTION: Due to recent incidents of vandalism with the dropping of garbage and abandonment of vehicles on the District's public lands, the Board will discuss security of District property and related health and safety possibilities.  
PROPOSED ACTION: The Board may/may not take action regarding this issue.
- C. CAMP MEEKER VOLUNTEER FIRE WATER TO FIRE DEPARTMENT (Gary Helfrich, 10 minutes)  
DESCRIPTION: The Board will discuss the circumstances regarding the recent increase in the water bill for use of water for private purposes and impact of the release of treated water into Dutch Bill Creek as well as review the draft letter authorized at the September meeting.  
PROPOSED ACTION: The Board may/may not take further action.

D. EXCESSIVE WATER BILL: ANDERSON HALL (Staff, 5 minutes)

DESCRIPTION: A recent leak at Anderson Hall resulted in a water bill of \$289.50. The leak has been repaired and the Board will consider a reduction in the bill per existing District policy for excessive water bills.

PROPOSED ACTION: The Board may/may not approve reduction in the Anderson Hall water bill as provided in current District policy.

E. UPDATE: ANDERSON HALL OPERATIONS AND MAINTENANCE

(John McDaniel, 10 minutes)

DESCRIPTION: Director McDaniel will report regarding Anderson Hall operations, possible maintenance projects and related matters.

PROPOSED ACTION: The Board may take further action regarding Anderson Hall.

IX. DIRECTORS' REPORTS

DESCRIPTION: This item is for information reporting only. In conformance with the Brown Act, there shall be no discussion or actions taken by the Board on any such report. No public testimony shall take place. If discussion and/or action is desired, the matter may be placed on a future agenda, notice thereof duly given, and action/discussion had at the future meeting.

**PROPOSED ACTION: No action or discussion to take place**

X. ADJOURNMENT

HOW TO GET AN ITEM ON THE AGENDA

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

Regular meetings are held the 3rd Tuesday of each month. The District must receive submissions no later than fourteen (14) calendar days before a meeting.

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

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

[http://www.campmeeker.org/wordpress/?page\\_id=224](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 September 17, 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 7:01 P.M. by President Helfrich.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

A motion was made by Valery Larson, and seconded Lynn Watson to approve the agenda as posted.

Directors Helfrich, Larson, McDaniel, Tominia and Watson 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

There was no public comment.

VI. CONSENT ITEMS

A. Approval of Minutes

1. August 20, 2019 Minutes

A motion was made by Anthony Tominia, and seconded Valery Larson to approve the minutes as recorded.

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

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

The motion was approved.

B. Payment of Claims

A motion was made by Anthony Tominia, and seconded by John McDaniel to approve the September 17, 2019 warrant request 2019/2020-003 as follows:

2019-2020-003	RP-Sept 2019	5,190.28
\$82,445.64	Water-Sept 2019	77,255.36

Wells Fargo Bank Checks 1969-1982 totaling \$16,914.57 in payment of District expenses for water and Recreation and Park, Bank of the West checks 650 and 641 totaling \$18,500.00 in payment of water receipts transfers, US Bank check 1102 in payment of rental fee revenue of \$1,392.85 & Wells Fargo Bank Investment Account 1018 in payment of USDA Loan Payment totaling \$65,531.07.

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

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

The motion was approved.

C. Journal Entry Approval

There were no journal entries beyond the ongoing recurring entries for service charges and interest income.

D. Administrative and Financial Report

Ms. Doran-Girard reported that the DWR loan payment in the amount of \$48,538.66 will be made via the County of Sonoma from the DWR funds held for the District. She informed the Board that the Water Resources Control Board has issued a final warning regarding annual diversion report submission and reviewed various items of correspondence from PGE and the Postal Lessors Association.

VII. REPORT OF THE WATER SYSTEM OPERATOR

- A. Robert Sherod of Russian River Utility advised that system is working well, that B&R/Alliance will be working with soil samples and related information. Gary Helfrich inquired about public works activity on Railroad. Discussion ensued regarding utility poles.

X. ACTION ITEMS

A. RESOLUTION 2019-009: APPROVAL OF FINAL BUDGET FOR FISCAL YEAR  
ENDING 6/30/2020

DESCRIPTION: The Board reviewed the final budget for fiscal year 7/1/2019 through 6/30/2020 that incorporated an affirmation the previously approved Prop 4 limitation as required by law.

ACTION: A motion was made by John McDaniel, and seconded Valery Larson to approve Resolution 2019-009: Approval of the Final Budget For Fiscal Year Ending 6/30/2020.

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

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

The motion was approved.

B. UPDATE: ANDERSON HALL AND ADJACENT AREA PARKING

DESCRIPTION: The Board discussed issues regarding Anderson Hall and adjacent area parking with respect to location of signage and various ideas to incorporate with marketing and communications with prospective Anderson Hall clients. John McDaniel advised that he is working on the draft of a new contract that will dictate parking policy for the District.

ACTION: The Board took no action regarding this issue.

C. CAMP MEEKER VOLUNTEER FIRE WATER TO FIRE DEPARTMENT

DESCRIPTION: The Board discussed the circumstances regarding the recent increase in the water bill related to CMVFD and for use of water for private purposes.

ACTION: A motion was made by Anthony Tominia, and seconded by Valery Larson to authorize Board President to draft a letter to CMVFD regarding the release of treated water into Dutch Bill Creek as well as use of water for private purposes.

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

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

The motion was approved.

D. POTENTIAL TRANSFER OF PARCELS FROM ST. DOROTHY'S TO THE DISTRICT

DESCRIPTION: Director Helfrich reported that there has been no response regarding CMRPD to explore opportunities for St. Dorothy's transferring parcels that are adjacent to the District's property or may have potential for recreational use to the Sonoma County Land Trust. Director Helfrich will continue to contact appropriate individuals every two weeks.

ACTION: No action was taken.

E. UPDATE: ANDERSON HALL OPERATIONS AND MAINTENANCE

DESCRIPTION: Director McDaniel reported regarding Anderson Hall operations and the increase in revenues since the advent of the Anderson Hall listings for "weddings in the redwoods." He advised that deck repair/replacement and building painting is possible in 2020 and roof replacement for 2021. In addition to maintenance projects, he is working on a draft of the contract, and looking into Prop 60 Grant funding. It is thought that installation of sprinklers at Anderson Hall will be needed sooner rather than later.

ACTION: The Board took no further action regarding Anderson Hall.

F. WEBSITE ANDERSON HALL WAVEMAKER MEDIA

DESCRIPTION: The present District website has largely focused on facility rentals for Anderson Hall. While the site provides information with respect to the District's Recreation and Park and Water System activities, it has become apparent after eight months of use that in the interest of both transparency and public availability of information, both District operations and Anderson Hall activity and rental focus would be better served by the establishment of a separate website for Anderson Hall. The "additional site" would focus on Anderson Hall and its rental activities. The District's site would focus on recreation and park projects and water system information. Wavemaker Media has provided an estimate to establish the Anderson Hall site and provide for revisions to the District's site to insure appropriate boundaries and transparency.

ACTION: District staff and assigned Directors will review the appropriate services to revise the District site and establish a new site for Anderson Hall and report back with a recommendation.

G. UPDATE: ALLIANCE REDWOODS LEASE AGREEMENT

DESCRIPTION: Director Tominia reported on the recent working session between Alliance Redwoods staff, Ray Lunardi, Occidental Community Services District, Anthony Tominia, Camp Meeker Recreation and Park District, John Green, GRRCD and Brelje and Race staff regarding ARCG's possible lease (wheeling agreement) of water system capacity and possible costs, maintenance, specific system upgrades, etc.

ACTION: The Board took no further action.

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**

Director Larson advised that she would follow up with St. Dorothy's staff regarding the tree issue at Anderson Hall.

Director Tominia related that garbage with personal mail had been left on the District office deck.

## XII. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Anthony Tominia, and seconded by John McDaniel that the September 17, 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 8:21 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2019-09-17sdraftminscdg1.doc

**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - CDG-Current Register  
1010 - Cash In Wells Fargo Bank-Operating  
From 9/18/2019 Through 10/15/2019

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1983	System Generated Check/Vo...	Cheryl Doran-Girard	10/15/2019	6,909.00
1984	System Generated Check/Vo...	Fedex Office	10/15/2019	44.32
1985	System Generated Check/Vo...	Jessica Lopez	10/15/2019	80.00
1986	System Generated Check/Vo...	P G & E	10/15/2019	100.33
1987	System Generated Check/Vo...	Russian River Utility	10/15/2019	8,450.21
1988	System Generated Check/Vo...	US Bank	10/15/2019	809.92
1989	System Generated Check/Vo...	Wavemaker Medi...	10/15/2019	30.00
1990	Director Stipend-October 2019	Valery Larson	10/15/2019	30.00
1991	Director Stipend-October 2019	Lynn Watson	10/15/2019	30.00
Total 1010 - Cash In Wells Fargo Bank-Operating				16,483.78
Report Total				16,483.78

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

**October 8, 2019**

**RE: CAMP MEEKER PAST DUE ACCOUNTS**

- **Past Due Accounts:** Disconnect notices will be processed on October 23, 2019, and lock offs will be scheduled for November 6, 2019.
- **Accounts 19, 23, 49, 69, 72, 113, 182, 184, 190, 220, 287 and 333:** Payments are in hand.
- **Account 217:** Previous owner still owes \$129.11. Please include on the agenda to write off this amount, we have been unable to collect.
- **Accounts 39 & 164, :** Customers sent payment



# PAST DUE LIST

## CAMP MEEKER REC & PARK

ACCT#	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
15		42.11	42.21			40.18 9/3/19	84.32
19		42.78	41.14			86.45 8/27/19	83.92
23		49.94	51.26			48.47 9/4/19	101.20
36		42.93	48.14			41.16 9/3/19	91.07
39		46.31	44.10	42.00	40.04	172.41 6/13/19	172.45
43		49.57	45.82			330.00 5/21/19	95.39
44		41.32	0.26			41.00 9/20/19	41.58
49		40.35	5.30			45.03 9/13/19	45.65
50		47.06	15.57			100.00 9/3/19	62.63
52		53.33	58.91			67.18 9/10/19	112.24
55		67.40	6.00			41.82 9/27/19	73.40
59		46.38	48.43	44.44		95.00 9/13/19	139.25
60		51.31	48.95			157.76 8/16/19	100.26
61		42.46	40.06			45.00 8/20/19	82.52
69		51.18	30.32			94.96 8/13/19	81.50
70		42.56	37.23			45.00 8/20/19	79.79
72		42.69	46.69			49.09 9/10/19	89.38
74		55.68	289.50			42.20 8/27/19	345.18
77		45.72	47.14			51.00 8/20/19	92.86
90		41.23	4.91			45.47 9/18/19	46.14
92		55.43	66.50			103.31 9/13/19	121.93
95		44.93	49.39			97.00 9/13/19	94.32
96		49.43	47.06			98.07 8/27/19	96.49
103		49.65	53.72			50.45 9/4/19	103.37
105		50.12	186.82			73.18 9/4/19	236.94
111		50.50	48.48			105.76 8/20/19	98.98
113		42.11	42.12			42.01 9/10/19	84.23
129		43.20	43.72	0.58		47.00 10/2/19	87.50
133		44.89	41.78			45.01 8/26/19	86.67
140		44.66	49.56			97.51 9/10/19	94.22
145		49.37	10.13			50.00 9/23/19	59.50
147		47.93	37.42			202.83 8/6/19	85.35
150		50.10	53.12			97.99 9/4/19	103.22
151		59.80	67.02			68.81 10/2/19	126.82
158		51.11	55.89			142.18 9/10/19	107.00
161		44.72	49.92	2.08		90.00 10/2/19	96.72
164		48.77	47.55	47.05		87.00 7/26/19	143.37
174		52.02	47.94			159.24 8/16/19	99.96
179		49.27	47.76	4.84		100.00 8/16/19	101.87
182		49.41	49.06	47.99		50.00 8/13/19	146.46
183		48.41	49.38			50.86 9/10/19	97.79
184		47.27	47.45	29.93		35.00 9/3/19	124.65
190		44.54	46.53	44.32		86.31 9/13/19	135.39

# PAST DUE LIST

## CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
192		44.26	35.21			110.00 9/24/19	79.47
205		44.41	43.42			44.08 8/16/19	87.83
206		43.53	1.30			45.00 9/4/19	44.83
207		45.02	4.32			89.96 8/27/19	49.34
217		46.46	48.48	50.51	30.12	41.26 9/27/19	175.57
220		95.19	89.94	97.01	6.21	180.00 8/6/19	288.35
221		47.84	45.10			71.60 8/27/19	92.94
223		78.31	42.58			42.36 9/10/19	120.89
224		58.87	56.07	51.73	269.60	400.00 8/14/18	436.27
225		43.82	2.43			46.54 10/2/19	46.25
233		44.83	3.06			42.24 9/30/19	47.89
237		48.36	48.79			52.18 9/3/19	97.15
244		44.20	1.00			42.12 10/7/19	45.20
245		46.11	48.12			88.84 9/4/19	94.23
246		47.06	35.97			109.00 9/20/19	83.03
253		43.67	42.58			41.54 9/10/19	86.25
261		53.22	2.86			100.08 9/3/19	56.08
264		47.01	49.86			92.39 9/10/19	96.87
270		53.24	23.85			75.00 10/7/19	77.09
278		42.00	40.00			172.41 8/16/19	82.00
287		44.92	44.20	0.66		62.58 7/24/19	89.78
293		70.70	43.36			145.92 8/13/19	114.06
298		42.94	40.36			40.00 8/20/19	83.30
303		46.49	44.54			3.39 8/20/19	91.03
304		43.91	37.84			90.00 7/24/19	81.75
307		46.04	20.31			100.25 9/18/19	66.35
309		46.02	48.70			96.42 9/4/19	94.72
311		43.58	28.30			300.00 3/12/19	71.88
317		48.84	50.32			56.75 9/18/19	99.16
320		44.42	42.44			45.00 8/16/19	86.86
327		42.00	40.00			40.02 8/16/19	82.00
333		43.88	45.96			42.34 8/27/19	89.84
334		40.10	2.01			200.25 7/3/19	42.11
339		49.79	43.37	45.36	107.12	(85.07) 8/6/19	245.64
342		75.32	83.73			72.90 8/26/19	159.05
367		52.75	83.38			136.67 9/10/19	136.13
Total Receivables:		18,672.05	3,859.06	508.50			
Accounts Listed:		79	3,554.02		453.09		\$8,374.67

All Customers All Aged Accounts  
Russian River Utility

**CAMP WEEKER 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	738,020	77.46	44.27	
Alliance Mas Union Park	363 369	MAY	1,065,810	540,500	525,310*	705,450	49.28	34.42	*CORRECTION ON NET AMT PUMPED
Alliance Mas Union Park	363 369	JUNE	1,463,350	674,100	789,250	694,070	53.93	12.05	
Alliance Mas Union Park	363 369	JULY	1,768,450	942,300	826,150	1,155,780	46.71	-39.89	
Alliance Mas Union Park	363 369	AUG	2,322,580	769,500	1,553,080	1,287,830	66.86	17.07	
Alliance Mas Union Park	363 369	SEPT	1,987,250	821,900	1,165,350	1,104,700	58.64	5.20	
Alliance Mas Union Park	363 369	OCT							
Alliance Mas Union Park	363 369	NOV							
Alliance Mas Union Park	363 369	DEC							
	total 2018		13,674,350	5,121,940	7,763,040	7,745,190	0.57		