

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

Tuesday, January 17, 2012, 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
- E. Board Action List

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

Report on operations for the current month.

VIII. OLD OR UNFINISHED BUSINESS

A. BRELJE AND RACE WATER SYSTEM EVALUATION (Ming, 10 minutes)

DESCRIPTION: On February 15, 2011 the Board authorized Brelje and Race, District Engineers, to evaluate present and future maintenance needs for the water system. The memorandum report is now complete including recommendations for system improvements.

PROPOSED ACTION: The Board may/may not approve implementing recommendations for system improvements and/or related tasks.

IX. NEW BUSINESS

B. DUMPSTER/WASTE REMOVAL (Cathie Anderson, 10 minutes)

DESCRIPTION: The cost of trash removal (dumpster at Firehouse site) has increased to \$3,385.68 per year. The Board will discuss cost issues as well as possible alternatives. Additionally, trash removal at Anderson Hall will be discussed as the Board has received correspondence from members of the community regarding Anderson Hall trash issues.

PROPOSED ACTION: The Board may/may not take action regarding trash removal issues.

C. LIEN APN 075-185-008, MARK AND AMY PAPPAS FOR WATER SERVICES AT 82 FRONT STREET, CAMP MEEKER (Jeff Fawcett, 5 minutes)

DESCRIPTION: The Board will review and discuss authorization of a lien against APN 075-185-008 owned by Mark and Amy Pappas for water services provided in the amount of \$896.76 at 82 Front Street, Camp Meeker.

PROPOSED ACTION: The Board may/may not authorize filing of lien against property at 72 Front Street, Camp Meeker, APN 075-185-008.

X. DIRECTORS' REPORTS

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

PROPOSED ACTION: No action or discussion to take place.

XI. ADJOURNMENT

HOW TO GET AN ITEM ON THE AGENDA

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

Regular meetings are held the 3rd Tuesday of each month. The District must receive submissions no later than 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](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, December 20, 2011, 7:00 pm  
DISTRICT OFFICE (NEXT TO FIREHOUSE)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order by President Watson at 7:00 pm.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

A motion was made by Director Fawcett and seconded by Director Anderson to approve the agenda as submitted.

IV. STATEMENTS OF ABSTENTION

There were not 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

A. Approval of minutes

Director Anderson corrected the water loss as reported in the submitted minutes to 10.6%. No other corrections being submitted, on a motion made by Director Anderson and seconded by Director Fawcett, the minutes for the Regular Meeting of November 15, 2011 was approved as corrected.

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

B. Payment of claims

After discussion by Director Fawcett of payments to the District's auditor allocated to Water Operations, on a motion was made by Director Anderson and seconded by Director Murchison, the payment of claims was approved as submitted.

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

C. Administrative and Financial Report

There was no administrative and financial report.

D. Board Action List

The following actions were reported.

- Anderson Hall Cleanup: Directors Anderson and Fawcett report on the use of cleaning services at Anderson Hall, discussed as part of item VIII.A. below. As this item was put on the agenda, it was removed from the Action List.
- Anderson Hall Promotion: Director Murchison reported slow progress in obtaining photos to be used in promoting Anderson Hall.
- Morelli Tank: Director Murchison reported making contact with artists who will participate in project to install graffiti art on the tank.

VII. REPORT OF THE WATER SYSTEM OPERATOR

Jamie Dunton of Russian River Utility reported that no exception events occurred during the month, that RRU continues to work with Brelje and Race on the Redundancy and Upgrade projects, and that the system's water loss is within normal parameters.

VIII. NEW BUSINESS

A. ANDERSON HALL RATE INCREASE

DESCRIPTION: A presentation was made by Director Anderson proposing new rates for Anderson Hall, described below.

Camp Meeker Residents	Non-Residents	Deposit
	Parties	
\$250.00	\$350.00	\$100.00
	Weddings	
\$450.00	\$700.00	\$100.00
	Meetings	
\$50.00	\$50.00	\$50.00
	Workshops	
\$150.00	\$150.00	\$100.00

Set up charge prior to event

Sunday through Friday: \$50

Saturday: \$75

PROPOSED ACTION: A discussion by the Board that focused on competitive venues followed. On a motion made by Director Fawcett and seconded by Director Anderson, the new rates described above were approved.

XI. DIRECTORS' REPORTS

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

Director Fawcett reported on the construction of the bulletin board at the Post Office discussed the disposition of the wood that remains from the Girard Grove. Director Murchison was to arrange with Director Ming to retrieve the wood from its current location and store it at the District Office.

Director Murchison reported that the next Supper Club will be in March with a new price of \$15. He also reported on plans to create a Brunch Club and create an internship for someone to work with him.

XII. ADJOURNMENT

As there was no further business to be brought before the Board, a motion was made by Director Fawcett and seconded by Director Murchison that the December 2011 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 7:35 pm

Respectfully submitted,

Jeffrey Fawcett, Secretary-Treasurer

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**CHERYL DORAN GIRARD**  
**CLIENT MEMORANDUM**

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**TO:** CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS

**FROM:** CHERYL DORAN GIRARD

**SUBJECT:** JANUARY 2012 WARRANTS AND FINANCIAL INFORMATION

**DATE:** JANUARY 13, 2012

Financial Statements and Warrant Detail are in the board packet attached to this email.  
Financial data is based on reviewed December 301FAMIS data plus this month's expenses.

G2011/2012-009	R&P (January 2012)	4,544.92
W2011/2012-007	Water (January 2012)	11,194.18

Cash balances are updated from FAMIS balances at 12/31 and funds received to date.

FAMIS has been reviewed and adjustments made to insure that it reflects appropriate fund expenses.

Financial statements are through current available financial data. 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 December 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 District has two audits in process. One is the usual fiscal year end 6/30/11 and it will be presented at the February meeting. The other is a review by CAL EMA of funds received in 2005/2006 and possibly 2002/2003. This will be resolved by February as well.

In the event that you need to contact me, you can reach me through my cell phone at 707-696-2876 or office 707-545-2108. Fax line is 707-545-2158.



**Camp Meeker Recreation & Park District**Warrant # [G2011/2012-009](#)

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Vendor #	Vendor	SubObj	Amount	Explanation
456112	Anderson, Cathie	5913	30.00	Dir Fee-January
456142	Fawcett, Jeffry	5913	30.00	Dir Fee-January
456151	Murchison, Seth	5913	30.00	Dir Fee-January
456480	Doran-Girard, Cheryl	6631	600.00	ConsultAdm/Finance
456480	Doran-Girard, Cheryl	6400	29.08	Office Supplies
456480	Doran-Girard, Cheryl	6410	9.68	Postage
456160	AT&T	6040	167.71	Telephone
456014	Lopez, Jessica	6085	160.60	Anderson Hall Clean
456020	Camp Meeker Water System	7202	82.74	Dec/Jan Wtr
456102	Redwood Empire Disposal	7320	282.14	Dec/Jan Ser
456010	PG&E	7320	102.04	Electric Service
456011	Pacific Telemanagement	6040	53.00	PayPhone-PO
456152	Watson, Lynn E.	5913	30.00	Dir Fee-January
456171	Perry Johnson Anderson Miller	6610	255.00	Legal-Aho
456123	Celetano, Michael, CPA	6630	2,330.00	2010-11 Audit
456478	McPhails	7201	352.93	Propane-Firehouse

4,544.92

**Camp Meeker Recreation & Park District**

**Warrant # W2011/2012-007**

Vendor #	Vendor	SubObj	Amount	Explanation
456167	Russian River Utility	6540	7,580.18	Contract
456158	CA Dept of Public Health	6300	2,214.00	Small Wtr Sys Fee
456480	Doran-Girard, Cheryl	6631	1,400.00	Dec/Jan Consult

11,194.18





## CAMP MEEKER RECREATION AND PARK DISTRICT

Allocation of Water Receipts Fiscal Year 7/1/2011 -6/30/2012

[illegible]

Camp Meeker Recreation & Park--Operations					
BUDGETED FINANCIAL STATEMENT					
Income		PRELIMINARY	AMOUNT	BALANCE	%
		BUDGET			
1000	Property Tax CY Secured	50,000	26,006	(23,994)	52.01%
1001	Flat Charges--Current Year	-	-	-	
1007	Flat Charges-CY Secured	-	-	-	
1010	CY Miscellaneous	-	-	-	
1011	SB 2557 Prop Tax Admin	-	-	-	
1012	Property Tax Shift Adj	-	-	-	
1013	Prop 1A Suspension	-	-	-	
1020	Property Tax CY Supp	-	90	90	
1040	Property Tax CY Unsecured	-	1,772	1,772	
1042	Cost Reim-Col Del Cy UNS	-	(39)	-	
1060	Prop Tax-PY Secured	-	-	-	
1061	Flat Charges-Prior Year	-	-	-	
1080	Prop Tax-Py Supp	-	-	-	
1100	Property Taxes--PY Unsecured	-	-	-	
1700	Interest--Pooled Cash	150	66	(84)	
1801	Rent-Real Estate	7,000	4,242	(2,758)	60.61%
2080	St-Other In Lieu	-	-	-	
2440	ST. Hopter	500	-	(500)	0.00%
2580	ST-Grant	150,000	-	(150,000)	
3660	Charges For Services	-	-	-	
3980	Revnue Applic To Prior Yr	-	-	-	
4020	Historical-Sales	-	1,147	1,147	
4040	Miscellaneous Revenues	-	-	-	
4102	Reimburse/Donations	-	-	-	
4109	Outdated/Cancelled Warrants	-	-	-	
4620	Fund Transfers	20,000	-	(20,000)	
	<b>Total Revenues</b>	227,650	33,285	(194,326.04)	14.62%
<b>Personnel Expenditures</b>		<b>BUDGET</b>	<b>AMOUNT</b>	<b>BALANCE</b>	<b>%</b>
5911	Extra Help	-	-	-	
5913	Boards/Commissions-LOC Bds	1,440	840	(600)	58.33%
5922	FICA-Retirement	-	-	-	
5924	Medicare	-	-	-	
5935	Unemployment Insurance	-	-	-	
5940	Workers Compensation Ins.	200	305	168	152.35%
	Total Salaries/Benefits	1,640	1,145	(432)	69.80%

<b>Camp Meeker Recreation &amp; Park--Operations</b>					
<b>BUDGETED FINANCIAL STATEMENT</b>					
<b>Operating Expenditures</b>					
6040	Communication	2,000	1,153	(735)	57.63%
6060	Food	-	-	-	
6080	Household Expense	-	-	-	
6084	Janitorial Supplies	500	159	(325)	31.70%
6085	Janitorial Service	3,000	977	(2,023)	32.55%
6100	Insurance	2,000	-	(2,000)	0.00%
6150	Maintenance-Hydrants	-	-	-	
6180	Maintenance-Bldgs	2,000	417	(1,583)	20.84%
6235	Maintenance-Local Projects	-	-	-	
6280	Memberships	300	-	(300)	0.00%
6300	Miscellaneous Expense	-	488	488	#DIV/0!
6400	Office Expense	500	539	39	
6410	Postage Expense	400	165	(235)	41.22%
6430	Printing Services	1,300	189	(1,111)	14.54%
6461	Supplies/Expenses	-	47	47	#DIV/0!
6463	Resource Material	-	-	-	
6500	Professional/Special	-	-	-	
6521	County Services	4,200	-	(7,348)	0.00%
6582	Events--Community Potlucks	-	-	-	
6530	Repairs	-	-	-	
6587	LAFCO Operating Costs	350	-	(109)	0.00%
6591	Planning--Emergency Services	-	-	-	
6610	Legal Services	7,500	5,232	(1,481)	69.76%
6630	Audit/Accounting Services	3,600	3,750	150	104.17%
6631	Bookkeeping	15,750	7,628	(8,122)	48.43%
6637	Property Tax Administration	1,000	-	(35)	
6700	Contri-Vol Firemens'	800	-	(800)	0.00%
6800	Public/Legal Notices	-	-	-	
6820	Rents/Leases-Equipments	650	456	(194)	70.16%
7000	Special Expense-Historical	750	31	(693)	4.09%
7005	Election Expense	-	-	-	
7070	Fish & Game Permits	-	-	-	
7201	Gas & Oil	2,000	985	(949)	49.27%
7202	Water & Sewer	2,500	858	(1,642)	34.32%
7320	Utilities	2,000	2,707	814	135.36%
7910	Debt Interest	-	-	-	
	Total Services/Supplies	53,100	25,780	(28,146.87)	48.55%
<b>Fixed Assets:</b>					
8510	Buildings/Improvements	150,000	8,358	141,642.46	5.57%
8511	Remodel/Rehab/Renovate	18,000	9,591	8,408.74	53.28%
8513	Roads/Parking	-	-	-	
8514	Fencing	-	782		
8515	Engineering Services	-	-	-	
8516	Legal and Financial	-	-	-	
8517	Administrative	400	406	(5.50)	
8526	Project Planning	-	5,000	(5,000.00)	
8560	Equipment--Current Year	-	-	-	
8620	OT --W/In Fund	-	-	-	
	Total Fixed Assets	168,400	24,136	144,263.60	14.33%
9000	Appropriation For Contingency	4,500	-	4,500.00	
	Total Budget	227,640	51,061	176,579.27	22.43%
cdg/1/17/2012					

Camp Meeker Recreation & Park--Water Operations				1/13/2012	
BUDGETED FINANCIAL STATEMENT					
Income		BUDGET	AMOUNT	BALANCE	%
1001	Flat Charges	125,000	63,457	(61,543)	50.77%
1007	Flat Charges-CY Secured -July	-	-	-	
1061	Flat Charges-Prior Year	-	2,209	2,209	
1700	Interest--Pooled Cash	-	-	-	
1460	Water Permit Fees	-	-	-	
2900	OCSD Note Payment	6,673	-	(6,673)	0.00%
4031	Sale-Water	-	-	-	
4032	Sale-Water Residential	139,739	82,856	(47,433)	59.29%
4101	Insurance Rebate	-	-	-	
4106	Refunds	-	-	-	
4109	Outdate/Cancel Warrants	-	-	-	
4620	Transfer W/In Fund	34,700	-	(34,700)	
	<b>Total Revenues</b>	306,112	148,522	(148,140)	48.52%
Operating Expenditures		BUDGET	AMOUNT	BALANCE	%
5940	Worker Compensation	300	203	(54)	67.71%
6040	Communications	525	-	(525)	0.00%
6100	Insurance	4,550	-	(4,550)	0.00%
6150	Maintenance-Hydrants	-	-	-	
6166	Bridge Repair	-	-	-	
6280	Memberships	100	78	(22)	78.00%
6300	Miscellaneous Expense	2,300	2,438	138	106.00%
6400	Office Expense	250	390	140	156.15%
6410	Postage Expense	450	150	(300)	33.24%
6430	Printing Services	400	416	16	104.01%
6461	Supplies/Expenses	-	-	-	#DIV/0!
6500	Professional Services	-	-	-	0.00%
6521	County Services	3,935	-	(787)	0.00%
6540	Contract Services	90,000	53,061	(36,939)	58.96%
6580	Conventions & Meetings	-	-	-	
6587	LAFCO Operating	600	-	(359)	0.00%
6610	Legal Services	8,500	2,618	(5,009)	30.80%
6630	Audit/Accounting Services	7,800	6,630	(1,170)	85.00%
6631	Bookkeeping Services	22,500	13,716	(8,784)	60.96%
6637	Administration Cost	7,250	-	(7,250)	0.00%
6800	Public Legal Notices	750	329	(421)	43.88%
7005	Election Expense	-	-	-	
7320	Utilities	2,000	2,115	115	105.77%
7335	Storm Damage				
	Total Services/Supplies	152,210	82,145	(65,706)	53.97%
Fixed Assets:		BUDGET	AMOUNT	BALANCE	%
8452	Damages	-	-	-	
8500	Land	-	-	-	
8511	Remodel/Rehab	-	-	-	
8515	Engineering Services	5,000	6,202	1,202	
8521	Repairs/Maintenance	5,000	2,459	(2,541)	
8560	Equipment	-	-	-	
8620	Transfers W/I A Fund	125,000	65,666	(59,334)	52.53%
		-	-	-	
		-	-	-	
	Total Fixed Assets	135,000	74,327	60,673	55.06%
9000	Appropriation For Contingency	-	-	-	
	Total Budget	287,210	156,472	(5,034)	54.48%

DEPT: CAMP MEEKER RECREATION & PARK DISTRICT COUNTY OF SONOMA

CONTACT: CHERYL DORAN GIRARD

PHONE NO: 707-545-2108

FY: 2011/2012

**AUDITOR-CONTROLLER'S OFFICE**  
**JOURNAL VOUCHER**

DOCUMENT NO: \_\_\_\_\_

BATCH DATE/NO: \_\_\_\_\_

CODED BY: \_\_\_\_\_

LINE SUFF	TC	DOCUMENT REFERENCE	INDEX	SUB- OBJECT	VENDOR NUMBER	AMOUNT	TREAS NO.	SUBSIDIARY NUMBER	DESCRIPTION ADDITIONAL SPACE ON BACK
A	237		750505	8620		65,666.47	DR		ALLO FLAT CHG REC
B	137		750562	4620		11,163.30	CR		ALLO FLAT CHG REC
C	137		750521	4620		54,503.17	CR		ALLO FLAT CHG REC
D									
E									
F									
G									
H									
I									
J									
	511					131,332.94			

PREPARED BY: CHERYL DORAN GIRARD

DATE: 1/10/12

APPROVED BY: \_\_\_\_\_

DATE: 1/10/12

BILLING AUTH NO: \_\_\_\_\_

CC: CAMP MEEKER RECREATION &

ATTN: Lynn Watson

[illegible]

DEPARTMENT	:	70	
DIVISION	:	50	SPEC DIST LOC BOARDS
SECTION	:	50	CAMP MEEKER RECREATION
FUND	:	70	CAMP MEEKER WATER - OPERATIONS
SUBFUND	:	060	GENERAL FUND - DIST LOC
PROJECT	:	500	CAMP MEEKER REC & PK
	:	500	CAMP MEEKER WATER-OPERATIONS



**CAMP MEEKER RECREATION AND PARK DISTRICT  
ACTION ITEM LIST  
January 17, 2012**

<b>Action Item</b>	<b>Responsible</b>	<b>Open</b>
Water bill relief	Fawcett	11/16/2010
Water code update	Fawcett	03/15/2011
Store Girard redwood	Fawcett, Murchison, Ming	12/20/2011
Anderson Hall promotion	Murchison	5/17/2011
Morelli tank	Murchison	8/16/2011

January 10, 2012

**RE: CAMP MEEKER PAST DUE ACCOUNTS**

- **Accounts 50, 55, 60, 107, 140, 185, 221, 330, and 358:** Past due notices were sent on January 3 and lock off is be scheduled for January 16.
- **Accounts 4, 6, 8, 22, 23, 33, 47, 54, 62, 92, 97, 101, 103, 117, 127, 130, 135, 145, 148, 150, 152, 161, 164, 165, 182, 203, 209, 218, 219, 220, 224, 226, 235, 237, 246, 247, 264, 270, 279, 293, 296, 321, 322, 338, 339 and 367:** Past due notices will be sent on January 25 and lock off will be scheduled for February 6, 2012.
- **Accounts 36, 94, 155, 207, 311, and 342:** Payments are waiting for deposit/on the way, or payment plans are in effect.
- **Account 159:** Service was locked off in October. Foreclosed property.
- **Account 275:** Customer still appears to have a leak. Payment plan is in effect.
- **Account 262:** Customer had a leak in Nov/Dec and is going to request a 1-time credit.
- **Acct 200: WAS THE LIEN RECORDED IN DECEMBER?**

	CAMP MEEKER REC & PARK		PAST DUE LIST			10-Jan-12	
ACCT #	CURRENT	1 - 30.	31 - 60	61+	LAST PAYMENT	TOTAL	
4	89.95	83.12			165.00	12/13/11	173.07
6	65.53	56.30			167.27	11/10/11	121.83
8	69.43	48.92			73.93	12/6/11	118.35
15	44.48	2.25			101.91	12/29/11	46.73
17	47.48	0.24			51.34	12/29/11	47.72
19	45.44	4.90			98.08	1/4/12	50.34
22	44.94	44.24			45.46	12/9/11	89.18
23	43.18	44.62			44.38	12/2/11	87.80
33	40.04	40.53	4.20		83.94	11/28/11	84.77
36	43.94	45.97	43.80	0.12	46.34	11/8/11	133.83
47	47.38	46.92			46.60	12/9/11	94.30
50	46.88	51.63	46.77		103.25	10/19/11	145.28
54	43.42	43.60			87.16	12/13/11	87.02
55	64.18	64.11	60.28	0.39	88.37	11/10/11	188.96
60	40.02	44.56	38.01		100.00	11/10/11	122.59
61	40.20	0.08			40.00	12/27/11	40.28
62	41.06	40.00			40.02	11/18/11	81.06
68	91.10	3.04			130.45	1/3/12	94.14
83	46.00	0.56			90.00	12/16/11	46.56
92	44.98	44.46			90.46	11/15/11	89.44
94	44.72	44.38			47.10	12/6/11	89.10
97	41.98	41.98			87.09	12/13/11	83.96
101	43.00	42.54			86.78	11/15/11	85.54
103	62.60	44.90			99.34	11/22/11	107.50
107	60.00	74.60	64.77	3.42	68.49	11/3/11	202.79
117	40.50	18.00			22.00	12/27/11	58.50
127	67.40	63.65			148.75	12/13/11	131.05
130	59.90	49.46			49.58	11/22/11	109.36
134	49.32	6.21			98.00	12/27/11	55.53
135	41.02	42.36			176.12	12/9/11	83.38
140	47.92	50.86	54.85		100.00	11/7/11	153.63
145	40.00	40.00	0.42		41.00	12/2/11	80.42
146	44.62	2.37			40.00	12/20/11	46.99
148	45.34	10.52			79.40	12/13/11	55.86
149	43.98	5.71			60.00	12/20/11	49.69
150	42.08	43.40			44.34	11/10/11	85.48
152	49.16	36.51			100.00	12/2/11	85.67
155	43.72	47.99	46.12	0.06	48.72	11/14/11	137.89
159	40.00	45.84	41.75	35.00	40.32	10/14/11	162.59
161	43.02	42.24			39.68	11/14/11	85.26
164	47.76	62.26	5.15		102.96	12/6/11	115.17
165	45.60	41.20	0.11		43.77	11/28/11	86.91
167	43.82	0.62			20.00	12/27/11	44.44
180	61.48	16.90			50.00	12/13/11	78.38
182	47.48	19.46			101.00	1/10/12	66.94
185	48.30	49.23	32.61		100.00	11/10/11	130.14
190	40.00	40.21	4.13		82.60	12/2/11	84.34
198				2,245.65	40.00	2/28/08	2,245.65
200	40.00	80.80	40.00	735.96	555.00	8/9/10	896.76
203	48.70	48.32	2.41		99.30	11/28/11	99.43
207	43.82	815.15			45.00	1/4/12	858.97
209	43.92	43.68			46.21	12/13/11	87.60
218	86.35	76.68			67.76	12/23/11	163.03
219	42.00	42.03			43.83	12/13/11	84.03
220	84.93	88.53			257.46	11/10/11	173.46
221	46.68	49.74	45.52		23.49	10/18/11	141.94
224	44.64	43.22			144.71	11/10/11	87.86
226	42.70	42.98			86.46	11/22/11	85.68

235	45.28	45.17	7.04		140.72	12/2/11	97.49
237	42.64	45.28	0.23		100.00	12/9/11	88.15
243	53.60	0.13			54.75	1/4/12	53.73
246	44.62	31.86			160.00	11/10/11	76.48
247	44.02	43.52			44.28	12/9/11	87.54
262	55.78	73.35	416.23		52.00	12/23/11	545.36
263	43.88	1.56			42.00	12/29/11	45.44
264	45.32	46.86	0.24		47.36	12/16/11	92.42
270	58.40	57.95			156.93	11/18/11	116.35
275	70.71	74.77	28.17		79.70	12/20/11	173.65
279	48.16	49.36			237.95	11/10/11	97.52
287	42.16	2.37			86.60	1/3/12	44.53
293	44.74	43.64			140.27	11/10/11	88.38
296	47.76	47.52			66.13	12/13/11	95.28
311	41.52	0.14			90.40	12/20/11	41.66
317	44.88	4.63			92.54	12/29/11	49.51
321	47.76	48.74			52.93	12/6/11	96.50
322	42.96	42.79			42.00	12/13/11	85.75
330	43.42	48.32	43.62		47.12	10/25/11	135.36
338	41.98	42.25	8.21		125.00	11/10/11	92.44
339	40.28	39.69			105.00	11/22/11	79.97
342	103.60	101.97	571.43		140.00	12/13/11	777.00
355	47.18	45.92			44.70	12/20/11	93.10
358	53.00	65.12	47.32		125.00	11/7/11	165.44
362	47.76	2.12			89.96	1/4/12	49.88
367	66.13	46.52			33.00	1/10/12	112.65
	<b>4,155.63</b>	<b>4,076.13</b>	<b>1,653.39</b>	<b>3,020.60</b>			<b>12,905.75</b>
		<b>BILLING REGISTER INFORMATION</b>					
		WATER	2,383.34	CURRENT CHARGES		16,974.85	
		SVC CHG	14,535.00	PAST DUE		8,750.12	
		FIRE SVC	60	OVERPAY/PREPAY		-1,997.13	
		RECONNECT					
		ADJUSTMENTS	-3.49	TOTAL RECEIVABLES		23,727.84	
		TOTAL RECEIVABLES		23,727.84			
		ACCOUNTS LISTED		84			

METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED IN GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS	NOTES
Alliance Master Meter Union Park	363 369	JAN	1,496,000	499,300	996,700	882,560	66.62	11.45	
Alliance Master Meter Union Park	363 369	FEB	1,186,300	356,600	829,700	734,240	69.94	11.50	
Alliance Master Meter Union Park	363 369	MARCH	1,335,400	343,600	991,800	838,120	74.26	15.50	
Alliance Master Meter Union Park	363 369	APRIL	1,384,500	381,000	1,003,500	891,070	72.50	11.20	
Alliance Master Meter Union Park	363 369	MAY	1,610,100	521,100	1,089,000	973,920	67.63	10.56	
Alliance Master Meter Union Park	363 369	JUNE	1,403,400	436,000	967,400	904,760	68.93	6.47	
Alliance Master Meter Union Park	363 369	JULY	2,133,770	663,900	1,469,800	1,214,030	68.88	12.14	
Alliance Master Meter Union Park	363 369	AUG	1,835,300	528,400	1,306,900	1,261,590	71.20	3.46	
Alliance Master Meter Union Park	363 369	SEPT	2,012,600	604,700	1,407,900	1,226,590	84.15	12.87	
Alliance Master Meter Union Park	363 369	OCT	1,839,600	690,800	1,148,800	1,136,530	62.45	1.06	
Alliance Master Meter Union Park	363 369	NOV	1,732,100	507,200	1,224,900	1,006,550	70.71	17.82	
Alliance Master Meter Union Park	363 369	DEC	1,338,100	393,300	944,800	846,280	70.61	10.42	
	TOTAL 2011		19,307,170	5,925,900	13,381,200	11,916,240	69.307	10.95	
	Total 2011		19,307,170	5925900	13,381,200	11,916,240	69.31	10.95	OCSD Loss 8.29%
	Total 2010		20,013,990	6461400	13,552,500	12,579,240	67.77	7.18	OCSD Loss 12.37%
	Total 2009		21,003,900	6,427,000	14,576,900	13,189,380	69.40	8.26	OCSD Loss 7.78%
	Total 2008		23,183,499	9,129,300	14,054,199	13,184,640	60.62	6.19	OCSD Loss 16.07%
	Total 2007		22,786,000	6,904,600	15,845,400	14,103,260	69.54	11.17	OCSD Loss 10.30%

**NO FEE**  
Gov't Code 27383

**WHEN RECORDED MAIL TO:**  
CAMP MEEKER  
RECREATION AND PARK DISTRICT  
P O BOX 461  
CAMP MEEKER, CA 95419

**LIEN FOR DELINQUENT AND UNPAID CHARGES**

NOTICE IS HEREBY GIVEN that Camp Meeker Recreation and Park District, exercising the powers of a county water district under California Public Resources Code section 5786.7(b), with its principal office in the County of Sonoma, State of California, has a lien pursuant to section 31701.7 of the California Water Code and section 3.9 of the Camp Meeker Recreation and Park District Water Code on the real property described below, owned by **MARK PAPPAS and AMY PAPPAS**, who is/are the person(s) liable for such delinquent and unpaid charges.

\$ 896.76 Delinquent and Unpaid Charges for the period beginning September 10, 2010 and ending January 9, 2012.

\$ \_\_\_\_\_ Interest

\$ \_\_\_\_\_ Penalties

\$ 896.76 TOTAL AMOUNT OWING TO DATE

The property against which this amount has been assessed, and which the lien is imposed upon is commonly referred to as: **82 Front Street, Camp Meeker, California 95419**  
**APN 075-185-008**

To secure payment of said amounts, Camp Meeker Recreation and Park District, whose mailing address is P O Box 461, Camp Meeker, California 95419, as the Trustee authorized by the Camp Meeker Recreation and Park District to enforce said lien by private sale of the property in accordance with the Water Code, Civil Code and all applicable provisions of the law of the State of California, as the same may be amended from time to time.

Date: \_\_\_\_\_ CAMP MEEKER RECREATION & PARK DISTRICT

By: \_\_\_\_\_  
Jeffrey H. Fawcett, Secretary/Treasurer  
Camp Meeker Recreation and Park District

State of California )

) ss

County of \_\_\_\_\_ )

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public,  
personally appeared \_\_\_\_\_, who proved to me on the  
basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within  
instrument and acknowledged to me that he/she/they executed the same in his/her/their  
authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or  
the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the  
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

**CAMP MEEKER RECREATION AND PARKS DISTRICT**  
**PO BOX 457 / FORESTVILLE, CA 95436-0457**  
**TEL: 707-887-7735**

January 10, 2012

Mark & Amy Pappas  
1080 W "K" Street  
Benicia, CA 94510

**RE: PRELIMINARY NOTICE OF SUSPENSION OF WATER CONNECTION**  
**ACCOUNT 200**  
**82 FRONT STREET, CAMP MEEKER, CA**  
**APN: 075-185-008**  
**METER # 90502362**

Dear Mark and Amy,

Your water service was locked off on January 6, 2010. You have failed to pay the \$40/month service charge and currently owe \$896.76.

The District finds that your water connection has been locked off for non-payment for a period of 12 months or more.

This **Notice of Suspension** is submitted to notify you that within 30 days of receipt of this notice, you shall pay in full all charges and fines.

Failure to comply will result in the connection being declared suspended and the property removed from the tax rolls and customer list. Reconnection of a suspended connection shall require an application for a new service under the provisions of Section 2.1 of Ordinance #7.

Thank you for your prompt attention to this matter.

---

Lynn Watson

President, Board of Directors, Camp Meeker Recreation and Parks District

cc: Russian River Utility, PO Box 730, Forestville, CA 95436



## CAMP MEEKER REC &amp; PARK

## Customer Detail

**PAPPAS, MARK & AMY****Account Number 200**PAPPAS, MARK & AMY  
1080 W "K" STBENICIA CA  
94510 567-8206**Service Address: 82 FRONT**Date Turned On  
Date Turned Off  
Meter Check Date  
Rate Code 1  
Pump/Well Number 1  
Last Reading 51198  
Previous Reading 51198  
Usage 0Months On System 162  
Total Usage 50,190  
Average Usage 310  
Sequence Number 1130  
**Meter Serial Number 90502362**  
Route Number 2  
Last Read Date 1/7/2012  
12 Month Average 0  
Last Year Average 0  
Previous Year Average 0  
Last 'Paid On Time' Date 8/9/2010  
Last Late Charge Date 12/29/2011  
Number Of Late Months 57  
Next Due Date 1/24/2012  
Year To Date Charges \$696.76**APN 075-185-08**  
**OLD ACCT # 7,322**

## Deposit Information

Deposit Amount	\$0.00	Deposit Date	
Deposit Amount 2	\$0.00	Deposit 2 Date	
Usage	Charges	Read Date	Reading
January	0 40.00	1/9/2011	51198
February	0 40.00	2/5/2011	51198
March	0 40.00	3/6/2011	51198
April	0 56.00	4/6/2011	51198 L
May	0 58.80	5/8/2011	51198 L
June	0 61.74	6/6/2011	51198 L
July	0 64.83	7/6/2011	51198 L
August	0 68.07	8/5/2011	51198 L
September	0 71.47	9/3/2011	51198 L
October	0 75.05	10/6/2011	51198 L
November	0 40.00	11/6/2011	51198
December	0 80.80	12/6/2011	51198 L

Certificate Number 0  
Services Current Balance

SERVICE CHARGE \$40.00

Previous Charges \$856.76

**Current Balance 896.76**Last Payment 8/9/2010 \$555.00 Check Number 2  
Age 1 \$80.80 Age 2 \$40.00 Age 3 \$735.963/26/09 MP L/O. PD 6/16/09. 7/15/09 MP-GP U/L. FAX: 745-9495. 1/6/10 L/O. 12/6/10 JD CONFIRMED  
L/O. 11/16/11 MP CONFIRMED L/O.

**CAMP MEEKER RECREATION AND PARKS DISTRICT**  
**PO BOX 457 / 7131 MIRABEL ROAD**  
**FORESTVILLE, CA 95436**  
**707-887-7735**  
**General Manager: Hal Wood**

November 15, 2011

Mark & Amy Pappas  
1080 W "K" Street  
Benicia, CA 94510

**ADDRESS: 82 FRONT STREET, CAMP MEEKER, CALIFORNIA**  
**APN: 075-185-008**  
**Account #: 200**

Dear Mark and Amy:

It has come to the District's attention that you owe a balance of \$775.96 for the district charges. Payment of this balance was due over 90 days ago. Please pay the above amount to the District within 30 days of the date of this letter to keep your account current.

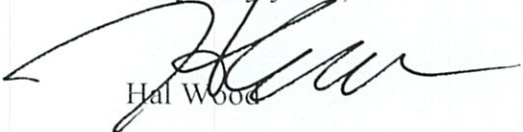
If you do not pay the balance within 30 days, the District will record a certificate specifying the amount of unpaid charges. From the time the District records this certificate, the amount of unpaid charges, plus interest and penalty, will constitute a lien against all real property owned by you in the County. In addition, the District may determine those charges to be part of the annual taxes levied upon your property located at 82 Front Street, Camp Meeker, California, 95419.

If you wish to avoid the above lien and levy, please pay the \$775.96 owing by you to the District within 30 days. Payment should be mailed to:

**CAMP MEEKER RECREATION AND PARK DISTRICT**  
**(CMRPD)**  
**PO BOX 457**  
**FORESTVILLE, CA 95436-0457**

Thank you for your anticipated cooperation in this matter.

Very truly yours,



Hal Wood

encl: Invoice

CAMP MEEKER R & P DISTRICT WATER SYSTEM  
P.O. BOX 457 • 7131 MIRABEL ROAD  
FORESTVILLE, CALIFORNIA 95436-0457  
(707) 887-7735 (24 HOUR)  
(800) 244-5518

TYPE OF SERVICE	METER READING		USED	CHARGES
	PRESENT	PREVIOUS		
WATE	511980	511980	0	
SERVICE CHARGE				40.00
Past Due				735.96

CMR & PD

CUSTOMER		DUE DATE
ROUTE	ACCOUNT	
2	200	12/15/11
NET AMOUNT TO BE PAID		
775.96		

MAIL THIS STUB WITH YOUR PAYMENT

82 FRONT

Service From 10/6/2011 TO 11/6/2011 ACCOUNT 200 11/15/11

METER READ			CLASS	NET AMOUNT TO BE PAID
MONTH	DAY			
11	6		1	775.96

Payment within 15 days  
Of billing date.

MARK & AMY PAPPAS  
1080 W "K" ST  
BENICIA CA 94510

Your last payment, received on 8/9/10, was Money Order for the amount of \$555.00.



CAMP MEEKER REC &amp; PARK

## Customer Detail

PAPPAS, MARK &amp; AMY

Account Number

200

PAPPAS, MARK & AMY  
1080 W "K" STBENICIA CA  
94510 567-8206  
Service Address: 82 FRONTDate Turned On  
Date Turned Off  
Meter Check Date  
Rate Code 1  
Pump/Well Number 1  
Last Reading 51198  
Previous Reading 51198  
Usage 0Months On System 160  
Total Usage 50,190  
Average Usage 314  
Sequence Number 1130  
Meter Serial Number 90502362  
Route Number 2  
Last Read Date 11/6/2011  
12 Month Average 0  
Last Year Average 0  
Previous Year Average 0  
Last "Paid On Time" Date 8/9/2010  
Last Late Charge Date 10/26/2011  
Number Of Late Months 56  
Next Due Date 11/22/2011  
Year To Date Charges \$575.96A P N 075-185-08  
OLD ACCT # 7,322

## Deposit Information

Deposit Amount	\$0.00	Deposit Date	Certificate Number	0	
Deposit Amount 2	\$0.00	Deposit 2 Date	Services	Current Balance	
Usage	Charges	Read Date	Reading		
January	0 40.00	1/9/2011	51198		
February	0 40.00	2/5/2011	51198		
March	0 40.00	3/6/2011	51198		
April	0 56.00	4/6/2011	51198 L		
May	0 58.80	5/8/2011	51198 L		
June	0 61.74	6/6/2011	51198 L		
July	0 64.83	7/6/2011	51198 L		
August	0 68.07	8/5/2011	51198 L		
September	0 71.47	9/3/2011	51198 L		
October	0 75.05	10/6/2011	51198 L		
November	0 40.00	11/3/2010	51198		
December	0 40.00	12/8/2010	51198		
			Previous Charges	\$735.96	
			<b>Current Balance</b>	<b>775.96</b>	
Last Payment	8/9/2010	\$555.00	Check Number	2	
Age 1	\$75.05	Age 2	\$71.47	Age 3	\$589.44

3/26/09 MP L/O. PD 6/16/09. 7/15/09 MP-GP U/L. FAX: 745-9495. 1/6/10 L/O. 12/6/10 JD CONFIRMED  
L/O. 11/16 MP Confirmed L/O.

3/7/11 LM ON 567-8206 TO SEND \$280. 11/8/11 LM TO SEND 775.96. 11/16/11 PER CM B/D: BEGIN LIEN PROCESS, THEN SUSPENSION NOTICE, ETC.

180	BOYD, BOYD	12' 83	3	5585	12' 83	
181	BOYD, BOYD	11' 49	11	5335	11' 49	
182	BOYD, BOYD	14' 23	19	5251	14' 23	
183	BOYD, BOYD	16' 35	3	5431	16' 35	
184	BOYD, BOYD	12' 84	11	756	12' 84	
185	BOYD, BOYD	14' 86	15	2804	14' 86	
186	BOYD, BOYD	52' 98	17	3452	52' 98	
187	BOYD, BOYD	15' 18	18	1352	15' 18	
188	BOYD, BOYD	15' 13	54	1360	15' 13	
189	BOYD, BOYD	32' 55	11	7821	32' 55	
190	BOYD, BOYD	15' 23	18	162	15' 23	
191	BOYD, BOYD	15' 22	19	4239	15' 22	
192	BOYD, BOYD	16' 51	12	1322	16' 51	
193	BOYD, BOYD	35' 44	3	3180	35' 44	
194	BOYD, BOYD	16' 12	12	4111	16' 12	
195	BOYD, BOYD	16' 35	38	3342	16' 35	
196	BOYD, BOYD	50' 52	76	1811	50' 52	
197	BOYD, BOYD	13' 33	18	1811	13' 33	
198	BOYD, BOYD	50' 31	18	2281	50' 31	
199	BOYD, BOYD	53' 21	18	220	53' 21	
200	BOYD, BOYD	12' 16	54	5829	12' 16	5' 30
201	BOYD, BOYD	38' 86	12	1764	38' 86	45' 51
202	BOYD, BOYD	13' 05	11	115	13' 05	
203	BOYD, BOYD	15' 58	11	115	15' 58	
204	BOYD, BOYD	12' 88	10	1288	12' 88	
205	BOYD, BOYD	12' 45	11	115	12' 45	
206	BOYD, BOYD	12' 41	11	115	12' 41	
207	BOYD, BOYD	14' 81	4	4188	14' 81	16' 41
208	BOYD, BOYD	18' 23	11	511	18' 23	
209	BOYD, BOYD	15' 80	18	4818	15' 80	
210	BOYD, BOYD	14' 86	52	338	14' 86	
211	BOYD, BOYD	41' 30	11	3257	41' 30	
212	BOYD, BOYD	76' 18	18	3204	76' 18	
213	BOYD, BOYD	55' 80	8	3812	55' 80	72' 11
214	BOYD, BOYD	12' 51	11	1128	12' 51	
215	BOYD, BOYD	15' 51	54	3871	15' 51	
216	BOYD, BOYD	55' 14	8	5118	55' 14	4' 12
217	BOYD, BOYD	54' 52	18	561	54' 52	
218	BOYD, BOYD	14' 81	11	5334	14' 81	
219	BOYD, BOYD	14' 81	8	5421	14' 81	
220	BOYD, BOYD	14' 81	12	2884	14' 81	
221	BOYD, BOYD	58' 41	55	2152	58' 41	
222	BOYD, BOYD	53' 23	15	220	53' 23	
223	BOYD, BOYD	13' 38	11	1386	13' 38	
224	BOYD, BOYD	14' 22	16	4337	14' 22	
225	BOYD, BOYD	58' 30	18	2938	58' 30	
226	BOYD, BOYD	12' 21	35	1864	12' 21	
227	BOYD, BOYD	18' 49	52	5644	18' 49	
228	BOYD, BOYD	53' 21	76	5152	53' 21	
229	BOYD, BOYD	12' 32	18	161	12' 32	
230	BOYD, BOYD	18' 83	11	3683	18' 83	5' 55

ACCOUNT #	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	DATE	AMOUNT	STATUS
10-10	1010	1010	1010	1010	1010	1010	1010	1010	1010

January 10, 2012

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

**Subject: Water System Redundancy Upgrade Project  
Summary Report  
B&R File No. 3182.00**

Dear Board of Directors:

At the Board's request, we have prepared a letter report further defining the project scopes and project budget estimates for elements of a water system redundancy upgrade project. The redundancy projects are intended to reduce the chance that chlorinated drinking water will be inadvertently released into the natural environment. The Board has requested this report be based on discussion of the May 3, 2011 memorandum presented by Richard Ingram at the July 2011 Camp Meeker Board meeting and on our proposal for engineering services subsequently approved by the Board.

## **Project Descriptions**

Redundancy projects identified through previous analysis include:

- Installation of a **mechanical float switch** in each storage tank to provide redundant shut off control for the booster pumps
- **Change the point of chlorine injection** and modify control for the chlorine injection pump
- **Install pressure transducers on system piping** at well field, Alliance Redwoods Treatment Facility (ARTF) and Tower Road booster pump station to detect potential pipe failures
- **Restore trench area downhill from the ARTF** that has washed out
- **Develop scope for SCADA modifications**
- Provide increased **power reliability at the Morelli Lane tank**

### **Mechanical Float Switch**

Currently each tank has a single water level measurement device. The measuring device is a pressure transducer mounted on the tank. The central control computer issues control commands based on the level reported by the measurement device. Should the level measurement device fail,

the water level reported for the tank may be incorrect. An incorrect reported level could then lead to control commands that could be erroneously issued. These actions could lead to a tank overflow.

A second or redundant water level measurement device at each tank would provide a second value for the central control computer to check verifying that the issued control commands are not going to cause a tank to overflow.

Each tank would have a new float switch installed through the roof as a redundant level measurement device.

The installation would require:

1. Two-inch (2") coupling installed in the tank roof
2. Conduit from roof of tank to control module panel
3. Float switch
4. Float switch to control module connection
5. Control programming to shut off pump and announce alarm

The float switch would be a normally closed float switch. The normally closed float switch is used because if the wiring were inadvertently broken the circuit will be opened causing an indication of an abnormally high water level. The abnormally high water level would produce an alarm. The central control computer programming would require modification so that the data reported by the control module would override the level transmitter if the float switch was activated. When the float switch indicates an abnormal condition, the alarm would be annunciated and a control command to turn the pump off that supplies water to the tank would be issued. The central computer would interpret the signal and initiate an alarm at the office and page the operators.

#### Chlorine Injection Point Modifications

Chlorine is currently injected into the water system before the finished water tank located at Alliance Redwoods. Moving the chlorine injection point to the discharge piping of the Alliance Redwoods Treatment Facility (ARTF) booster pump station would change the finished water tank to a raw water tank. Any overflow from the tank would involve water that was raw well water that was not chlorinated thus avoiding potential discharges of chlorinated water from such an overflow.

The District injects hypochlorite (chlorine) and polyphosphate (corrosion inhibitor) at two separate locations within the treatment building. The points of injection are on four inch piping that comes up out of the floor, has two 90 degree bends, and then goes back down into the floor. The injection piping on the right (as one faces it in the building) is in the supply piping to the finished water tank. The injection pipe on the left is in the discharge piping of the ARTF booster pump station. Currently the chlorine is injected into the supply piping and the polyphosphate is injected into the discharge piping. The chlorine injection pump and storage vat is in-between the two injection pipes and the polyphosphate injection pump and storage vat is to the left (as one faces it in the building)

of the discharge pipe.

Manufacturer's representatives for polyphosphate generally recommend injecting the polyphosphate prior to the chlorine. Injection ports exist on either side of each supply and discharge pipe.

We recommend moving the injection point of the polyphosphate to the right side of the discharge piping and the chlorine injection point to the left side of the discharge piping. The chlorine and polyphosphate solution vats and injection pumps should be switched so the chlorine injection pump and storage vat are on the left side and the polyphosphate injection pump and storage vat are on the right side of the discharge piping. The port where the chlorine is currently being injected would be plugged.

Currently the injection pumps are plugged into electrical outlets that are controlled based on flow switches in their respective injection pipes. The outlet for the chlorine injection pump would have to be rewired to be controlled by the flow switch in the discharge piping.

The installation would require:

1. Remove existing chlorine injection tap; plug tap
2. Remove existing polyphosphate injection tap.
3. Move polyphosphate injection pump and chemical vat to the current location of chlorine vat
4. Move chlorine injection pump and chemical vat to the current location of the polyphosphate vat
5. Install chlorine injection tubing in old polyphosphate injection tap on left side of injection piping
6. Install polyphosphate injection tubing in existing plugged tap on right side of injection piping.
7. Modify electrical control for the outlet that feeds the injection pumps

#### Pump Station Discharge Pressure Monitoring and Pump Control Modifications

In order to provide information regarding line breaks, pressure measuring devices would be added at each pump station location. Should the pressure fall below or raise above acceptable operational parameters a control module would communicate the out of tolerance parameter and cause the supply pump to be shut off. Should there be a line break indicated by low pressure this action would limit the amount of water that can leak from the break. In the event of a high pressure indication, as might occur when a main line valve was inadvertently closed, the supply pump would shut down to protect both the pump and avoid overpressurization of the mains.

A pressure transducer would be installed on the discharge piping of the pump. The pressure transducer would be wired to send a 4-20mA signal to a new controller. The controller would interpret the signal and display the pressure reading. The controller would also have two sets of normally closed contacts that would open should the pressure be outside of the normal operational



parameters for a specified length of time. One set of contacts would be dedicated for high pressure and one set for low pressure. The contacts would be wired to the control module at the pump station that would communicate a signal indicating the abnormal pressure to the central computer. The central computer would interpret the signal and initiate an alarm at the office, send a signal to the pump to turn off and page the operators.

At the well field the pressure transducer would be installed just downstream of the flow meter and gate valve. The transducer would be installed in a traffic rated meter box with a concrete collar. The wiring from the pressure transducer would go through a new conduit to the flow meter box and then to the control panel through the existing conduit. The controller would be mounted in the control panel where the existing control module is located.

The Well Field installation would require:

1. Excavate and install transducer box, pipe saddle, corporation stop and conduit to flow meter box
2. Install pressure transducer.
3. Install wiring to control panel
4. Install controller
5. Wire controller from pressure transducer and to control module
6. Modify central computer to recognize and interpret the signals from the control module and announce the alarms.

At the ARTF booster pump station the discharge piping would be tapped and the pressure transducer would be connected. The signal wire would go to the existing Motor Control Center (MCC) using the same conduit as the level transducer. The controller would be mounted in the MCC. The existing control module is located in the MCC.

The ARTF Booster Pump Station installation would require:

1. Install pipe saddle, corporation stop and pressure transducer on 3" ductile iron pipe near the flow meter
2. Install wiring to MCC within existing conduit
3. Install controller
4. Wire from pressure transducer to the controller and to the control module
5. Modify central computer to recognize and interpret the signals from the control module and announce alarms

At the Tower Road booster pump station the pressure transducer would be installed near the control panel off of the hose bib supply piping. The signal wire will go to the control panel above grade through a new conduit. The controller will be mounted in the existing control panel. The existing control module is located in the control panel.

The Tower Road Booster Pump Station installation would require:

1. Install pressure transducer on new tee in hose bib supply line
2. Install conduit from pressure transducer to control panel
3. Install wiring to MCC within existing conduit
4. Install controller
5. Install wire from pressure transducer to the controller and to the control module
6. Modify central computer to recognize and interpret the signals from the control module and announce alarms

#### Restore Trench Area Downhill from the ARTF

The slope below the ARTF has two failure areas. One appears to be a repair settlement and the other appears to be a trench wash out. The two areas would be repaired by the same method except the backfill of the washed out area (the area further downhill toward Bohemian Highway) should be Controlled Density Fill (CDF) to assure that the trench will not wash out again.

The installation would require:

1. Strip the areas needing repair of all organic and soft material
2. Construct level benches in the remaining material to key in the replacement backfill
3. On the top 12 inches of the trench backfill for the upper failure place class 2 aggregate base in layers not exceeding 6" thick. Place 6-inch rocks on top of the backfill
4. On the lower trench failure area backfill with a stiff mix of CDF to prevent further erosion

#### SCADA System Review Scope

The Supervisory Control and Data Acquisition (SCADA) system acquires data and controls equipment. The Camp Meeker SCADA system specifically controls the three pump stations and generates alarms. The current system has a control loop for each pump station. We recommend review of the alarms and central computer commands for abnormal conditions. Each piece of existing equipment requires review.

The review will include study of the construction documents and development of a list of system controlled equipment and their inputs and outputs. Once the information is compiled, interviews with the operators and the SCADA technician will be conducted to assure complete information about the system has been gathered, specifically as follows:

1. Equipment that is controlled by the SCADA system - e.g. pumps etc.
2. Inputs provided to the control system - e.g. pump running, tank levels
3. Setpoints available to control the system
4. Alarms that are currently announced by the system

Upon completion of the above the following would be undertaken:

1. Describe the existing control loops. Submit to operators and SCADA technician for review
2. Analyze the existing alarms and identify new beneficial alarms
3. Test the alarms
4. Provide documentation of the alarms

#### Morelli Lane Tank Power Reliability

Increased power reliability at Morelli Lane Tank is required to assure safe system operation. Two options could be explored. The first would be to supply power to the Morelli Lane Tank from PG&E. The second would be to increase the generation and storage capacity of the existing solar system.

PG&E power would require a new service be constructed. The first step in constructing a new PG&E service is the application to PG&E for the service. The design work that PG&E would complete would provide the final location of the service. The nearest power pole is about 350 feet from the tank. The nearest power pole does not have a transformer on it necessitating the installation of a transformer in addition to the underground conduit to the tank, setting the meter, adding a breaker box, connection to the existing equipment and removal of the existing unnecessary equipment. If the nearest power pole cannot have a transformer installed on it there would be additional conduit and wire required to construct the service.

The installation for this option would require:

1. Apply for PG&E service
2. Install conduit from pole to new service location
3. Install meter set and circuit breaker box
4. Install power supply
5. Install charge controller
6. Install wires to charge controller alarms
7. Modify programming at central computer to announce new alarms

Increasing the solar power generation and battery storage capacity would include a combination of replacing existing equipment and installing new larger equipment. Currently the tank has one solar array and one battery. In addition to new solar panel(s) and battery(s) the system will need a new charge controller. The new charge controller should have a contact for low voltage stored in the battery(s) which would be wired to the control module. The control module would then send that information to the central computer which would annunciate an alarm and page the operators.

The installation would require:

1. Install new solar panel(s)

2. Install new batteries and enclosures
3. Install new charge controller
4. Install wire for charge controller alarms
5. Modify programming at central computer to announce new alarms

### Budget Estimates

A summary budget estimate of the separate redundancy projects is as follows:

Project	Construction Cost	Engineering 20%	Contract Admin. 20%	Contingen. Approx 10%	Total Budget Cost
<b>Mechanical Float Switches (4 Tanks)</b>	\$28,000	\$5,600	\$5,600	\$3,800	<b>\$43,000</b>
<b>Change the Point of Chlorine Injection</b>	\$2,000	\$400	\$400	\$200	<b>\$3,000</b>
<b>Install Pressure Transducers on System Piping</b>	\$25,000	\$5,000	\$5,000	\$3,000	<b>\$38,000</b>
<b>Restore Trench Area Downhill from the ARTF</b>	\$8,000	\$1,600	\$1,600	\$800	<b>\$12,000</b>
<b>Develop Scope for SCADA Alarms</b>	-	\$12,000	-	\$1,000	<b>\$13,000</b>
<b>Power Reliability at the Morelli Lane Tank (P.G&amp; E Alt.)</b>	\$35,000	\$7,000	\$7,000	\$5,000	<b>\$54,000</b>
<b>Power Reliability at the Morelli Lane Tank (Solar Alt.)</b>	\$6,000	\$1,200	\$1,200	\$600	<b>\$9,000</b>

Note: The cost estimates are preliminary and have been established prior to design. Design and construction management costs are general and may vary depending on the nature of the execution of the project and will require further evaluation as projects move toward design. Percentages of the

Camp Meeker Board of Directors

January 10, 2012

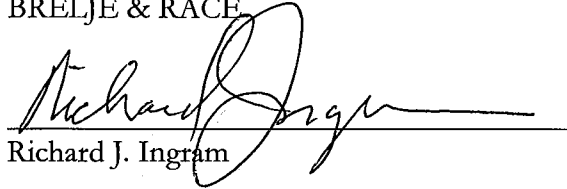
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construction costs have been assigned to design and construction management to establish the magnitude of the overall budget.

Should any questions arise please feel free to call. I am ready to discuss any comments or questions that you may have.

Very truly yours,

BRELJE & RACE

A handwritten signature in black ink, appearing to read "Richard J. Ingram", is written over a horizontal line. The signature is fluid and cursive.

Richard J. Ingram

enclosure

cc/enc: Jamie Dunton - Russian River Utilities  
Cheryl Girrard