

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

Tuesday, September 18, 2018 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. June 19, 2018 Minutes
2. August 21, 2018 Minutes
3. September 6, 2018 Special Meeting

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.

VIII. ACTION ITEMS

A. WATER SYSTEM CREDIT CARD PAYMENTS (Staff, 5 minutes)

DESCRIPTION: Russian River Utility staff requested that the Board consider initiating a program for acceptance of credit cards from water customers. They are experiencing a considerable number of requests to do so.

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

B. RESOLUTION 2018-013: APPROVAL OF FINAL BUDGET FOR FISCAL YEAR
ENDING 6/30/2019 (Staff, 15 minutes)

DESCRIPTION: The Board will review and approve the final budget for fiscal year 7/1/2018 through 6/30/2019 and affirm the previously approved Prop 4 limitation as required by law.

PROPOSED ACTION: Adopt Resolution 2018-013 and a Final Budget for the fiscal year ending June 30, 2019 as required by law.

- C. RESOLUTION 2018-014: ESTABLISHING SIGNERS FOR US BANK CHECKING ACCOUNT (Staff, 5 minutes)
DESCRIPTION: The District currently holds an account at US Bank for the purpose of handling deposit payments, deferred rental fees and PayPal transaction. Currently, the only signer on that account is Cathie Anderson who no longer a member of the Board. Resolution 2018-014 establishes existing officers as signers for that account.
PROPOSED ACTION: The Board may/may not approve Resolution 2018-014: Establishing US Bank Signers.
- D. WATER SYSTEM: UPDATE 2018 NOE AND TEMPORARY URGENCY CHANGE PETITION (Gary Helfrich, 5 minutes)
DESCRIPTION: As the District's petition to **permanently** change its water right to facilitate future water releases into Dutch Bill Creek for the benefit of Coho salmon and steelhead has yet to be completed with the State Water Board, it will be necessary to file a TUCP (Temporary Urgency Change Petition) with the State to keep this proposed activity compliant with State water law. Flows appear to be lowering to the point where it would be good to enhance them this year.
PROPOSED ACTION: No action anticipated.
- E. PROPOSED SHOWINGS "WILDER THAN WILD" DOCUMENTARY AND RELATED CONCERNS (Lynn Watson and Valery Larson, 10 minutes)
DESCRIPTION: The Board has acquired the "Wilder Than Wild" documentary film and is proposing two showings for the community and distribution of related educational materials.
PROPOSED ACTION: The Board may/may not take further action in this regard.
- F. ANDERSON HALL FUTURE RENTAL MANAGEMENT AND MAINTENANCE (Valery Larson and John McDaniel, 10 minutes)
DESCRIPTION: The Board will discuss maintenance needs and interim management of Anderson Hall rentals as a result of Director Anderson retirement.
PROPOSED ACTION: The Board may/may not take further action regarding Anderson Hall maintenance needs and management.
- G. DISTRICT OFFICE MAINTENANCE CONCERNS (Lynn Watson, 5 minutes)
DESCRIPTION: Director Watson will review maintenance needs relative to the District office.
PROPOSED ACTION: The Board may/may not take further action regarding District office maintenance.
- H. REPORT OF THE WATER SUB-COMMITTEE (Gary Helfrich, 5 minutes)
DESCRIPTION: The Water Sub-committee will report on its recent discussions with Occidental Community Service District water representatives and issues related to the water system.
PROPOSED ACTION: The Board may/may not take further action in this regard.

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 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, June 19, 2018 7:00 pm
DISTRICT OFFICE (Next to the Fire Station)
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

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

II. ROLL CALL

Directors Helfrich, Anderson, and Tominia were present. Directors Larson and Watson were absent.

III. APPROVAL OF AGENDA

A motion was made by Cathie Anderson, and seconded Anthony Tominia on to approve the agenda as posted.

Directors Helfrich, Anderson, and Tominia, voted yes. Directors Larson and Watson were absent.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

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. May 15, 2018 minutes

A motion was made by Cathie Anderson, and seconded by Anthony Tominia to approve the May 15 2018 minutes as recorded.

Directors Helfrich, Anderson, and Tominia, voted yes. Directors Larson and Watson were absent.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

The motion was approved.

B. Payment of Claims

A motion was made by Anthony Tominia, and seconded by Cathie Anderson to approve the June warrant request 2017/2018-012 as follows:

2017-2018-012	RP-June 2018	7,658.01
\$33,975.81	Water-June2018	26,317.80

Wells Fargo Bank Checks 1764-1780, Bank of the West checks 619 and 620 in payment of expenses and water receipt transfers, and US Bank check 1075 and 1076 transferring rental fees the operating account and refunding client deposits.

Directors Helfrich, Anderson, and Tominia, voted yes. Directors Larson and Watson were absent.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

The motion was approved

C. Journal Entry Approval

There were no journal entries beyond those of water receipts entry and investment account interest.

D. Administrative and Financial Report

Ms. Doran-Girard reported regarding the 2018-2019 Direct Charge billing process, a 6% increase in SDRMA insurance costs, a 7.4% increase in LAFCO costs, the initiation of CSDA's electronic voting process and various items of correspondence. Additionally, she advised that District Counsel Manwell will retire on June 30, 2018 and will be moving to Washington State.

VII. REPORT OF THE WATER SYSTEM OPERATOR

- A. Robert Sherrod of Russian River Utility reported that a SCADA telemetry system issue resulted in a raw water discharge into Dutch Bill Creek. Jamie Dunton explained that the system is running well; but SCADA is twenty years old. He went on to state that control of the system is key to operations, that telemetry systems produced current are far more advanced, and replacement of the SCADA equipment should be foremost in the consideration of capital outlay programs. Vegetation and Spanish moss also contributed to the interruption of radio signals in the recent event. Director Anderson expressed concern for the increasing number of past due accounts. Eighty-one customers were past due in June far more than in the past. Discussion ensued regarding replacement of water meters.

VIII. ACTION ITEMS

A. SETH MURCHISON: ORGANIZATION OF CAMP MEEKER FIRE DRILL AND RELATED CONCERNS

DESCRIPTION: Mr. Murchison detailed his proposal for the organization of a Camp Meeker Evacuation Fire Drill and for the formation of a subcommittee for this purpose. Director Helfrich recommended that Mr. Murchison contact the County to ascertain what the process would be in this regard. It could involve public works and other County departments. Discussion ensued.

ACTION: A motion was made by Anthony Tominia, and seconded by Cathie Anderson to form a temporary (5 months) sub-committee to research the issues of a Camp Meeker fire drill. Directors Tominia and Watson will serve on the temporary sub-committee.

Directors Helfrich, Anderson, and Tominia, voted yes. Directors Larson and Watson were absent.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

The motion was approved.

B. WATER WAIVER: ACCOUNT 367, 5600 BOHEMIAN HIGHWAY, (APN 075-050-006), JAMES SCHWEIZER

DESCRIPTION: The Board tabled this request at their May meeting and the property owner has sent an email advising their inability to attend a Board meeting as he lives out of the area and continuing his request for a waiver on behalf of his tenant as RRU staff discovered at burst pipe upon meter reading. Jamie Dunton advised that the issues with account 367 are truly an accident and the leak has been repaired. Director Helfrich responded that the Board's continuation of these requests is to insure that repair work is complete and to reduce water losses. Mr. Dunton suggested that these requests waste a goodly amount of Board time and that RRU could handle in-house.

James Nekton suggested that the customers take pictures of the repairs and submit with requests.

ACTION: A motion was made by Cathie Anderson, and seconded by Anthony Tominia to approve that a water waiver for account 367, 5600 Bohemian Highway be approved less energy costs.

Directors Helfrich, Anderson, and Tominia, voted yes. Directors Larson and Watson were absent.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

The motion was approved.

- C. WATER WAIVER: ACCOUNT 79, 135 LINCOLN, (APN 075-110-002), ARNOLD ADVOCATE
DESCRIPTION: Mr. Advocate explained that he is requesting a waiver for a water bill of \$342.57 due to cracked PVC fitting outside his house located in an area of the property where he seldom goes. He has since replaced the fitting. He further advised that he is a retired plumber and made the repairs himself.

ACTION: A motion was made by Anthony Tominia, and seconded by Cathie Anderson to approve a water waiver for account 79, 135 Lincoln be approved less energy costs.

Directors Helfrich, Anderson, and Tominia, voted yes. Directors Larson and Watson were absent.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

The motion was approved.

- D. UPDATE: BOARD RECRUITMENT PROCESS

DESCRIPTION: Director Helfrich advised that the Board would continue to interview and evaluate individuals to appoint to the Board. Ms. Anderson will continue to serve.

ACTION: The Board took no further action.

- E. UPDATE: COMMUNITY CONCERNS: FIRE ACCESS AND WATER TANK SIGNAGE

DESCRIPTION: The Board continued discussion of the concerns of residents of the fire/evacuation and health hazard concerns with respect to RVs blocking the streets of Camp Meeker and adjacent to one of the water tanks. Members of the public stated that in contacting St. Dorothy's they had been advised that staff is too busy to deal with this issue resulting in increasing numbers of RVs. Director Helfrich stated that, at the end of the day, private property owners such as St. Dorothy's have to be motivated to deal with this issue. He went on to explain that community members could contact County Code Enforcement that may make the property owner respond. He cautioned that one should be mindful of safety and balanced approach. Discussion ensued.

ACTION: The Board took no further action.

- F. UPDATE: BRELJE AND RACE SCOPE OF ENGINEERING SERVICES AND COST
ESTIMATE 5 YEAR CAPITAL IMPROVEMENT PLAN

DESCRIPTION: The Board reviewed a draft of the Capital Improvement Plan developed by Brelje and Race and will review and discussed the draft report with respect to going forward. Jamie Dunton advised that he felt the replacement costs were slightly exaggerated on some items, that some items are more critical than the priorities assigned; however, by and large he felt it was a good evaluation.

Discussion ensued regarding the inclusion of Occidental Community Services District in the capital replacement cost process to clarify what aspects of the system are solely the responsibility of Camp Meeker and those that to be jointly handled. Additionally, any inclusion

of Alliance could impact cost distribution. It was agreed that Russian River Utility in conjunction with the water subcommittee members would provide a comparative list ranking urgency of projects as well as estimated costs.

ACTION: The Board agreed that a meeting with the Occidental Community Services subcommittee is in order prior to approval of the draft of the report. Staff will arrange and appropriately Brown Act notice the meeting date, time and place. Russian River Utility in conjunction with the water subcommittee members will provide a comparative list ranking the urgency of projects as well as estimated costs.

- G. CPA ENGAGEMENT FOR FINANCIAL AUDIT 6/30/2018, GORANSON & ASSOCIATES
DESCRIPTION: The District has engaged Goranson and Associates to complete the State required fiscal audit for the 6/30/2017 and prior fiscal years. The estimated cost for 6/30/2018 is \$10,000.00 and has no increase over 6/30/2017.
ACTION: A motion was made by Cathie Anderson, and seconded by Anthony Tominia to engage Goranson and Associates, Inc. to conduct the 6/30/2018 financial audit at a cost of \$10,000. Directors Helfrich, Anderson, and Tominia, voted yes. Directors Larson and Watson were absent. Ayes: 3 Noes: 0 Abstain: 0 Absent: 2
The motion was approved.
- H. RESOLUTION 2018-007: APPROVAL OF PRELIMINARY BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2018 AND ENDING JUNE 30, 2019.
DESCRIPTION: The Board reviewed the proposed preliminary budget, which California law requires adopted by June 30, 2018.
ACTION: A motion was made by Cathie Anderson, and seconded by Anthony Tominia to approve Resolution 2018-007, Approval of Preliminary Budget for the fiscal year ending June 30, 2019. Directors Helfrich, Anderson, and Tominia, voted yes. Directors Larson and Watson were absent. Ayes: 3 Noes: 0 Abstain: 0 Absent: 2
The motion was approved.
- I. RESOLUTION 2018-008: APPROVAL OF DISTRICT APPROPRIATION LIMIT JULY 1, 2018 THROUGH JUNE 30, 2019.
DESCRIPTION: California State law requires the District, annually, to choose an appropriations (spending) limit and the method by which the limit is determined. This law was adopted by the California voters through the Initiative Process in 1979. It was known as Prop 4, and it basically adds further limits on taxation limits under Prop 13. The way the annual Appropriations Limit law works, a District may not levy taxes greater than the prior year, adjusted for a cost of living factor. Since Camp Meeker never spends more than its allowed Appropriations Limit [i.e. your District runs on less tax dollars than otherwise allowed], this Annual Appropriations Limit process is largely a formality for the District and its Board. The Appropriations Limit does, however, serve as the maximum amount of tax dollar generated money that can be spent by the District. Traditionally, the District has used the standardized appropriations limit calculations provided by the County of Sonoma auditor's office. Note that this limit applies only to the District's tax dollars, and does not set a limit on the "enterprise" sourced revenues (i.e. the dollars you pay for water). The County of Sonoma Auditor recommends that the District's limit be established at \$286,748 for the fiscal year ending June 30, 2019.

ACTION: A motion was made by Anthony Tominia, and seconded by Cathie Anderson that the Board approve Resolution 2018-008 establishing the District's appropriation's limit for the fiscal year ending June 30, 2019 as \$286,748 as calculated by the County of Sonoma. Directors Helfrich, Anderson, and Tominia, voted yes. Directors Larson and Watson were absent.
Ayes: 3 Noes: 0 Abstain: 0 Absent: 2
The motion was approved.

J. RESOLUTION 2018-009: TRANSFER OF FUNDS RECREATION AND PARK OPERATING FUND TO WATER OPERATIONS FUND FOR FISCAL YEAR ENDING JUNE 30, 2018.

DESCRIPTION: The Board adopted Resolution 2015-007 on June 23, 2015 regarding the disposition of \$23,887.00 owed the water fund by the capital fund and determined that the amount owed would be allowed to "float" and subject to review 2017. Over the last two fiscal years, the amount owed the water fund has been reduced to \$13,887. The District's fiscal officer is proposing a transfer from the Recreation and Park Operating fund of \$7,000.00 to reduce the total amount due and review prior to the close of the 2019 fiscal year.

ACTION: A motion was made by Anthony Tominia, and seconded by Cathie Anderson to approve the transfer of \$7,000.00 from Recreation and Park funds to the Water Operations fund reducing the total amount due to \$6,887.00 at June 30, 2019.

Directors Helfrich, Anderson, and Tominia, voted yes. Directors Larson and Watson were absent.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

The motion was approved.

K. RESOLUTION 2018-010: TRANSFER OF FUNDS FROM THE WATER CAPITAL FUND TO THE WATER OPERATIONS FUND FOR THE FISCAL YEAR ENDING JUNE 30, 2018.

DESCRIPTION: State law does not allow the District funds to be in deficit at fiscal year end. The water fund revenues have not been sufficient to cover operating costs for some years, and the \$22,200.00 cost of completing a Capital Improvement Plan necessary to establish a basis for a water rates study have resulted in a projected deficit at year-end June 30, 2018. Therefore, the Board reviewed a transfer of funds to cover the Capital Improvement Plan costs and the projected deficit.

ACTION: A motion was made by Cathie Anderson, and seconded by Anthony Tominia to adopt Resolution 2018-010: Transfer of Funds From the Water Capital Fund to the Water Operations Fund in the amount of \$22,000 for the fiscal year-end June 30, 2018.

Directors Helfrich, Anderson, and Tominia, voted yes. Directors Larson and Watson were absent.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

The motion was approved.

L. UPDATE: CAMP MEEKER SIGN (Gary Helfrich/Anthony Tominia, 5 minutes)

DESCRIPTION: The Board will discuss the progress of the Camp Meeker sign and proposed repair tentatively scheduled for May 19 and 20. Areas to address include road closure, equipment needs, volunteer labor and miscellaneous concerns.

ACTION: No action was taken.

X. DIRECTORS' REPORTS

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

PROPOSED ACTION: No action or discussion to take place.

Director Anderson advised that there are issues with the Anderson Hall deck that require repair and maintenance.

XI. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Cathie Anderson, and seconded by Anthony Tominia that the June 2018 meeting of the Camp Meeker Board of Directors is adjourned.

Directors Helfrich, Anderson, and Tominia, voted yes. Directors Larson and Watson were absent.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

The motion was approved.

The meeting adjourned at 8:50 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

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

Tuesday, August 21, 2018 7:00 pm
DISTRICT OFFICE (Next to the Fire Station)
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

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

II. ROLL CALL

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

III. APPROVAL OF AGENDA

A motion was made by Cathie Anderson, and seconded Valery Larson to approve the agenda as posted. Directors Helfrich, Anderson, Larson and Watson, voted yes. Director Tominia was absent.

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

The motion was approved.

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention

V. PUBLIC COMMENT

Richard Seaman of the Camp Meeker Volunteer Fire Department announced that he is working on a long-term defensible space program for Camp Meeker. It will be a separate entity from the CMVFD with appropriate liability insurance.

VI. CONSENT ITEMS

A. Approval of Minutes

1. June 19, 2018 minutes

The June 19, 2018 minutes approval was tabled until the September 18 meeting.

2. July 17, 2018 minutes

A motion was made by Lynn Watson, and seconded by Valery Larson to approve the July 17, 2018 minutes as recorded.

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

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

The motion was approved.

B. Payment of Claims

A motion was made by Lynn Watson, and seconded by Cathie Anderson to approve the August warrant request 2018/2019-002 as follows:

2018-2019-002	RP-August 2018	3,594.53
\$23,608.90	Water-August 2018	13,670.62

Wells Fargo Bank Checks 1794-1806, Bank of the West checks 623 and 624 in payment of expenses and water receipt transfers, and US Bank check 1079 refund of client deposit. Directors Helfrich, Anderson, Larson, and Watson voted yes. Director Tominia was absent.

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

The motion was approved

C. Journal Entry Approval

1. JV2018-079: Year End Tax & Direct Charge Proceeds

A motion was made by Lynn Watson, and seconded by Valery Larson to approve JV2017-079 recording year-end 6/30/18 tax and Direct Charge proceeds.

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

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

The motion was approved

D. Administrative and Financial Report

Ms. Doran Girard advised that the 2018-2019 Final Budget must be approved by September 30.

Additionally she reviewed the Special District Risk Management incentive program for reduction of insurance premiums, new State requirements for posting of Government Compensation and State Controller reports to District websites, and informed the Board that the most recent State Compensation audit is completed. Various items of correspondence were reviewed. Staff is to provide SDRMA incentive information to the Board members.

VII. REPORT OF THE WATER SYSTEM OPERATOR

- A. Robert Sherod of Russian River Utility reported regarding water system operations. All valves on Bohemian Highway have been maintained to appropriate status by road repair contractor. Director Anderson asked about excessive usage for account number 8 and account number 145.

VIII. PUBLIC HEARING: TAKE AND REVIEW PUBLIC COMMENT 2017-2018 ANNUAL DIRECT CHARGE BILLING VIA PROPERTY TAXES

A. OPEN PUBLIC HEARING

President Helfrich opened the hearing at 7:17 p.m.

It was explained that the annual Direct Charge proceeds are used to pay off the debt for the building of the water system.

Annually, the District has to provide the County of Sonoma with a report on water charges, including delinquencies. This has to be done after public hearing gives those interested a chance to speak to the report. The Board will take and review public comment on Proposed Resolution No. 2018-011, which proposes to approve the 2018-2019 annual Direct Charge billing via property taxes. Proposed Resolution No. 2018-011 is entitled:

"A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMP MEEKER RECREATION AND PARK DISTRICT OVERRULING PROTESTS AND CONFIRMING REPORT ON WATER CHARGES AND DELINQUENT WATER CHARGES FOR THE FISCAL YEAR 2018-2019."

B. CLOSE PUBLIC HEARING.

President Helfrich closed the hearing at 7:18 p.m.

IX. ACTION ITEMS

A. ADOPTION OF RESOLUTION 2018-011: OVERRULING PROTESTS AND CONFIRMING REPORT ON WATER CHARGES AND DELINQUENT WATER CHARGES FOR THE FISCAL YEAR 2018-2019.

DESCRIPTION: Following the taking of Public Comment, as set forth above, the Board will reviewed for adoption Proposed Resolution No. 2018-011 that Resolution proposes to over-rule protests and confirm the report on water charges and delinquent water charges for the year 2018-2019. Ms. Doran-Girard advised the addition of two parcels owned by the District that have water connections and produce revenue.

ACTION: A motion was made by Valery Larson, and seconded by Cathie Anderson to adopt Resolution 2018-011; Overruling Protests and Confirming the Report on Water Charges and Delinquent Water Charges for the Fiscal Year 2018-2019.

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

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

The motion was approved.

B. ADOPTION OF RESOLUTION 2018-012: RELEASE OF LIEN AGAINST THE RASSO TRUST (FATIMA MARTINEZ, TRUSTEE) APN 075-242-007, ACCOUNT 295, 34 MCCLURE AVENUE

DESCRIPTION: The Board approved an arrangement to extend payment of past due amounts at the July 17, 2018 meeting and authorized Russian River Utility staff to make the payment arrangements. Subsequently, Ms. Martinez paid the account in full bringing account 295 to current status and requiring release of the lien against APN 075-242-007, 34 McClure, Camp Meeker. Adoption of Resolution 2018-012 will enable filing of the lien release.

ACTION: A motion was made by Cathie Anderson, and seconded by Valery Larson to approve Resolution 2018-012 releasing the lien against APN 075-242-007, 34 McClure, Camp Meeker and the Rasso Trust, Fatima Martinez, Trustee.

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

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

The motion was approved.

C. WATER SYSTEM: 2018 TEMPORARY URGENCY CHANGE PETITION

DESCRIPTION: As the District's petition to **permanently** change its water right to facilitate future water releases into Dutch Bill Creek for the benefit of Coho salmon and steelhead has yet to be completed with the State Water Board, John Green of Gold Ridge Resource Conservation and Matt Clifford of Trout Unlimited recommended that the filing a TUCP (Temporary Urgency Change Petition) with the State is necessary to keep this proposed activity compliant with State water law. Flows appear to be lowering to the point where it would be good to enhance them this year.

ACTION: A motion was made by Lynn Watson, and seconded by Cathie Anderson that after consideration of the recommendations of Gold Ridge RCD and Trout Unlimited, the Board authorize the Board President to sign the request for a TUCP with the State Water Board.

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

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

The motion was approved.

D. REPORT OF THE CAMP MEEKER FIRE DRILL TEMPORARY SUB-COMMITTEE AND RELATED CONCERNS

DESCRIPTION: Lynn Watson and Valery Larson reviewed the information received with the “Wilder Than Wild” documentary and requested funding for educational materials to distribute to the community and use of Anderson Hall for “Wilder Than Wild” documentary showing.

ACTION: A motion was made by Valery Larson, and seconded by Cathie Anderson to approve the costs associated with two showings of the “Wilder Than Wild” documentary at Anderson Hall. Directors Helfrich, Anderson, Larson, and Watson voted yes. Director Tominia was absent.

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

The motion was approved.

E. ANDERSON HALL FUTURE RENTAL MANAGEMENT AND MAINTENANCE

DESCRIPTION: Director Larson expressed her concern with respect to needed repairs and the future rentals at Anderson Hall including the administrative tasks necessary to process PayPal payments. She strongly urged the Board to explore taking credit card payments rather than cash to reduce administrative time.

ACTION: The Board took no further action regarding Anderson Hall maintenance needs and management.

F. BOARD APPOINTMENT AND OATH OF OFFICE

DESCRIPTION: Over the last few months, the Board has interviewed individuals who have submitted applications to fulfill Director Anderson’s term due to her retirement. President Helfrich called for nominations for the open seat and Cathie Anderson nominated John McDaniel to fulfill her remaining term.

ACTION: As there were no further nominations, President Helfrich closed the nominations and administered the County required oath of office to John McDaniel.

President Helfrich expressed the Board’s appreciation to those individuals that took the time to apply and participate in the interview process.

G. REPORT OF THE WATER SUB-COMMITTEE

DESCRIPTION: Gary Helfrich reported on discussions with Occidental Community Service District water representatives and issues related to the water system capital replacement/maintenance and Alliance Redwoods impacts. The Board agreed that it was time to finalize the Brelje and Race report.

ACTION: The Board took no further action in this regard.

X. DIRECTORS’ REPORTS

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

PROPOSED ACTION: No action or discussion to take place.

Director Watson expressed concern with respect to the District office roof that has developed moss and is in need of sweeping.

XI. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by John McDaniel, and seconded by Valery Larson that the August 2018 meeting of the Camp Meeker Board of Directors is adjourned.

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

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

The motion was approved.

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

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

Tuesday, September 6, 2018, 7 P.M.

I. CALL TO ORDER

The meeting was called to order at 7:05 p.m. by President Helfrich.

II. ROLL CALL

Directors Helfrich,, Larson, and Watson were present. Directors Tominia and Mc Daniel were absent.

III. APPROVAL OF AGENDA

A motion was made by Valerie Larson and seconded by Lynn Watson to approve the agenda.

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

Michael Johnson asked about the possibility of a Cell Tower in Camp Meeker.

VI. ACTION ITEMS

A. APPROVAL OF CEQA NOTICE OF EXEMPTION TEMPORARY
URGENCY CHANGE PETITION

DESCRIPTION: The Board approved filing a Temporary Urgency Petition with the State Water Board at the August meeting to authorize release of water to enhance habitat for the Coho Salmon and Steelhead. The State Water Board has advised that a CEQA Notice of Exemption (NOE) is required to move approval of the water release process forward at the state level. Discussion ensued. Matthew Clifford of Trout Unlimited stated that the project complies with the categorical exemptions, including small habitat restoration. He also mentioned that the Camp Meeker Board had previously approved a total release of 90 acre feet of water to Dutch Bill Creek. For the current project, the Board would be approving up to 46.6 acre feet of water.

ACTION: A motion was made by Valerie Larson and seconded by Lynn Watson to authorize President Helfrich to file a Notice of Exemption Temporary Urgency Change Petition.

Directors Helfrich, Larson, and Watson voted yes. Directors Tominia and Mc Daniel were Absent.

Ayes: 3. Noes: 0. Absent: 2.

The motion was approved.

VII. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Lynn Watson and seconded by Valerie Larson that the September 6, 2018 Special Meeting of the Camp

Meeker Board of Directors is adjourned.
Directors Helfrich, Larson, and Watson voted yes. Directors Tominia and
Mc Daniel were absent.
Ayes: 3 Noes: 0 Absent: 2

The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Lynn Watson

**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS
FROM: CHERYL DORAN GIRARD
SUBJECT: SEPTEMBER 18, 2018 WARRANTS AND FINANCIAL INFORMATION
DATE: SEPTEMBER 13, 2018

Financial Statements and Warrant Detail in the board packet following this memorandum provide updated information through September 13, 2018.

2018/2019-003	RP-September 2018	5,831.25
\$20,217.04*	Water-September 2018	14,385.79

The Financial statements included in the Board info packet this month are for the new fiscal year. Next month's statements will incorporate the adopted 2018-2019 Final Budget for comparison purposes.

Bank accounts have been reconciled. The Anderson Hall/Paypal deposit account movement from US Bank to Wells Fargo where all our current accounts are held is still in stasis.

Over the course of the next few weeks, I will be preparing for the audit that is scheduled in early November and continuing to write instruction and policy books for the District as well as research credit card replacements for Paypal.

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



CAMP MEEKER RECREATION AND PARK DISTRICT

WARRANT REQUEST # 2018-2019-003

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
State Compensation Ins.	1,590.00	1,590.00		Worker Compensation Premiums
Larson, Valery	30.00	30.00		Director Stipend-September 2018
Watson, Lynn	30.00	30.00		Director Stipend-September 2018
Doran-Girard, Cheryl	7,039.67	1,848.00	1,848.00	Consulting-August/September 2018
Doran-Girard, Cheryl	-	1,008.00	1,008.00	Consulting-August/September 2018
Doran-Girard, Cheryl	-	403.20	604.80	Consulting-August/September 2018
Doran-Girard, Cheryl		207.88	111.79	Office Supplies
Anderson, Cathie	18.47	18.47	-	District Office Keys
Perry, Johnson, Anderson	345.00	172.50	172.50	Anderson Hall Cleaning
Camp Meeker Water	80.76	80.76		Water Service: Beach/Hall
Fedex Office	77.70	34.70	43.00	Printing
PGE	92.14	92.14		Electric Service
Russian River Utility	10,059.12	-	8,899.58	Contract Services
Russian River Utility			1,159.54	Electric Service
US Bank	531.18	290.60	240.58	Various Recurring charges
Sonoma Media	298.00		298.00	Public Notice-Press Democrat
Wavemaker Media	25.00	25.00	-	Transfer to WFB Invest Dir Chg 6/30

*Debt Payment 10/1

Total	<u>20,217.04</u>	<u>5,831.25</u>	<u>14,385.79</u>	-
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DIRECTOR APPROVAL:

DATE:

9/18/18

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1010 - Cash In Wells Fargo Bank-Operating
From 8/22/2018 Through 9/18/2018

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1668	Minimum Premium	State Compensati...	9/8/2018	1,590.00
1807	System Generated Check/Vo...	Cathie Anderson	9/18/2018	18.47
1808	System Generated Check/Vo...	Camp Meeker Wa...	9/18/2018	80.76
1809	System Generated Check/Vo...	Cheryl Doran-Girard	9/18/2018	7,039.67
1810	System Generated Check/Vo...	Fedex Office	9/18/2018	77.70
1811	System Generated Check/Vo...	P G & E	9/18/2018	92.14
1812	System Generated Check/Vo...	Perry Johnson An...	9/18/2018	345.00
1813	System Generated Check/Vo...	Russian River Utility	9/18/2018	10,059.12
1814	System Generated Check/Vo...	Sonoma Media In...	9/18/2018	298.00
1815	System Generated Check/Vo...	US Bank	9/18/2018	531.18
1816	System Generated Check/Vo...	Wavemaker Medi...	9/18/2018	25.00
1817	Director Stipend --September	Valery Larson	9/18/2018	30.00
1818	Director Stipend-September ...	Lynn Watson	9/18/2018	30.00
		Total 1010 - Cash In Wells Fargo Bank-Operating		20,217.04

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1015 - Cash in Wells Fargo Bank-Investments
From 8/22/2018 Through 9/18/2018

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1014	USDA Loan Pmt	USDA Rural Devel...	9/18/2018	<u>64,874.58</u>
		Total 1015 - Cash in Wells Fargo Bank-Investments		64,874.58

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1030 - Cash in Bank of the West-Water
From 8/22/2018 Through 9/18/2018

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
625	Transfer Water Receipts Au...	Camp Meeker Rec...	9/18/2018	6,600.00
626	Transfer Water Recepts-Aug...	Camp Meeker Rec...	9/18/2018	<u>10,900.00</u>
		Total 1030 - Cash in Bank of the West-Water		17,500.00

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1040 - Cash in US Bank-Rental Deposits/PayPal
From 8/22/2018 Through 9/18/2018

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1080	Refund Courtney Hutchinso...		8/31/2018	150.00
1081	Rental Refund-Eileen Nagle8...		8/31/2018	<u>150.00</u>
		Total 1040 - Cash in US Bank-Rental Deposits/PayPal		300.00
				<u> </u>
Report Total				<u><u>102,891.62</u></u>

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

		Current Period Budget - Final	Current Year Actual	Current Period Budget Variance - Final
	Revenue			
4110	Interest Earned-Wells Fargo Bank	0	1	1
4210	Rental Fees-Anderson Hall	0	2,595	2,595
4215	Rental Fees-Other	0	288	288
4625	Transfers-Within Fund In	0	144	144
	Total Revenue	0	3,028	3,028
	Expenditures			
5010	Director Stipend	0	240	(240)
5017	Worker Compensation Insurance	0	1,590	(1,590)
5101	Communications-Telephone	0	208	(208)
5105	Communications-ISP Website	0	60	(60)
5110	Communications-Website Other	0	60	(60)
5185	Janitorial Services	0	240	(240)
5405	Miscellaneous	0	58	(58)
5410	Office Supplies	0	281	(281)
5416	Lease-Accounting Software	0	249	(249)
5425	Postage	0	28	(28)
5426	Printing Services	0	66	(66)
5501	Professional Fees-Web	0	25	(25)
5520	Administrative Services	0	3,824	(3,824)
5531	Community Education	0	121	(121)
5550	Legal Services	0	1,145	(1,145)
5555	Professional Services-Auditor	0	709	(709)
5556	Professional Services-Accounting	0	3,549	(3,549)
5570	Service Fee-PayPal	0	33	(33)
5575	Bank Service Fees	0	10	(10)
5592	Water and Sewer	0	249	(249)
5594	Utilities	0	183	(183)
	Total Expenditures	0	12,927	(12,927)
	Excess of Income Over (Under) Expense	0	(9,899)	(9,899)

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

		Current Period Budget - Final	Current Year Actual	Current Period Budget Variance - Final
	Revenue			
4310	Sales of Water-Residential	0	41,887	41,887
4625	Transfers-Within Fund In	0	32,900	32,900
	Total Revenue	0	74,787	74,787
	Expenditures			
5101	Communications-Telephone	0	108	(108)
5105	Communications-ISP Website	0	60	(60)
5110	Communications-Website Other	0	60	(60)
5405	Miscellaneous	0	60	(60)
5410	Office Supplies	0	166	(166)
5416	Lease-Accounting Software	0	249	(249)
5425	Postage	0	28	(28)
5426	Printing Services	0	75	(75)
5515	Contract Services-Water Operations	0	25,899	(25,899)
5520	Administrative Services	0	5,279	(5,279)
5550	Legal Services	0	1,047	(1,047)
5555	Professional Services-Auditor	0	430	(430)
5556	Professional Services-Accounting	0	3,549	(3,549)
5575	Bank Service Fees	0	21	(21)
5585	Public/Legal Notices	0	298	(298)
5594	Utilities	0	3,350	(3,350)
8511	Maintenance & Repair	0	2,018	(2,018)
8625	Tfr Within Fnd-Out	0	6,344	(6,344)
	Total Expenditures	0	49,041	(49,041)
	Excess of Income Over (Under) Expense	0	25,746	25,746

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

		Current Period Budget - Final	Current Year Actual	Current Period Budget Variance - Final
	Revenue			
4110	Interest Earned-Wells Fargo Bank	0	80	80
4625	Transfers-Within Fund In	0	1,500	1,500
	Total Revenue	0	1,580	1,580
	Expenditures			
8625	Tfr Within Fnd-Out	0	1,500	(1,500)
	Total Expenditures	0	1,500	(1,500)
	Excess of Income Over (Under) Expense	0	80	80

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

		Current Period Budget - Final	Current Year Actual	Current Period Budget Variance - Final
	Revenue			
4625	Transfers-Within Fund In	<u>0</u>	<u>5,265</u>	<u>5,265</u>
	Total Revenue	<u>0</u>	<u>5,265</u>	<u>5,265</u>
	Expenditures			
7910	Long Term Debt-Principal	<u>0</u>	<u>43,674</u>	<u>(43,674)</u>
7911	Long Term Debt-Interest	<u>0</u>	<u>4,865</u>	<u>(4,865)</u>
	Total Expenditures	<u>0</u>	<u>48,539</u>	<u>(48,539)</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>(43,273)</u>	<u>(43,273)</u>

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

		Current Period Budget - Final	Current Year Actual	Current Period Budget Variance - Final
	Revenue			
4625	Transfers-Within Fund In	<u>0</u>	<u>19,378</u>	<u>19,378</u>
	Total Revenue	<u>0</u>	<u>19,378</u>	<u>19,378</u>
	Expenditures			
7910	Long Term Debt-Principal	0	35,500	(35,500)
7911	Long Term Debt-Interest	0	29,375	(29,375)
8625	Tfr Within Fnd-Out	<u>0</u>	<u>18,300</u>	<u>(18,300)</u>
	Total Expenditures	<u>0</u>	<u>83,175</u>	<u>(83,175)</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>(63,796)</u>	<u>(63,796)</u>

CAMP MEEKER RECREATION AND PARK DISTRICT										
Allocation of Water Receipts Fiscal Year 7/1/2017 -6/30/2018										
Transfer	Allocation	Bank of West	Total Amount	USDA-A&B	Cap Improvements	Operations	Total			
Month	Month	Stmnt Balance	Transferred	WFB-Invest	WFB-Invest	WFB-Operating				
August-18	July-18	24,310.69	24,000.00	6,100.00	500.00	17,400.00	24,000.00			
September-18	August-18	17,996.79	17,500.00	6,100.00	500.00	10,900.00	17,500.00			
October-18	September-18					-	-			
November-18	October-18					-	-			
December-18	November-18					-	-			
January-19	December-18					-	-			
February-19	January-19					-	-			
March-19	February-19					-	-			
April-19	March-19					-	-			
May-19	April-19					-	-			
June-19	May-19					-	-			
July-19	June-19					-	-			
						-	#VALUE!			
YTD Totals		42,307.48	41,500.00	12,200.00	1,000.00	28,300.00	41,500.00			
2012-2013 Monthly										
2013-2014 Monthly				5,675.00	500.00					
2014-2015 Monthly				6,200.00	500.00					
2015-2016 Monthly				6,200.00	500.00					
2016-2017 Monthly				6,100.00	500.00					
2017-2018 Monthly				6,100.00	500.00					
*By telephone										
8/15/18										

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

September 11, 2018

RE: CAMP MEEKER PAST DUE ACCOUNTS

- **Accounts 1, 4, 23, 24, 43, 49, 50, 59, 68, 70, 83, 87, 95, 97, 105, 107, 110, 111, 114, 130, 135, 138, 158, 164, 182, 192, 197, 203, 207, 208, 219, 221, 222, 230, 245, 249, 268, 270, 278, 293, 297, 304, 305, 307, 309, 310, 318323, 329, 338, 339, 348 and 358:** Past due notices will be processed on September 24, 2018, and lock offs will be scheduled for October 8, 2018.
- **Accounts 22, 45, 151, 179, 184, 220 and 226:** Payments are in hand or on their way. (Account 22 failed to send when promised. Phone conversation on 9/10/18 – customer sending payment now.)
- **Accounts 31 and 198:** Customer thought payment already sent; checking with bank.
- **Accounts 127:** Locked off March 28, 2018. **Begin lien procedure in Nov 2018.**
- **Acct 217:** Paid in full September 6, 2018. Service unlocked on September 6, 2018.
- **Acct 185:** Locked off on September 10, 2018.
- **Acct 322:** Locked off on August 13, 2018.
- **Acct 96:** Received new owner information.
- **Acct 224:** Spoke with customer on August 9, 2018. He is sending payment.

	CAMP MEEKER RECREATION AND PARK DISTRICT						
	PAST DUE LIST						
				Sep-18			
ACCT	CURRENT	1 - 30.	31 - 60	60+	LAST PAYMENT	TOTAL	
1	42.52	44.44			86.41	8/9/18	86.96
4	85.05	102.57			102.47	9/6/18	187.62
22	52.50	52.08	48.51	45.48	103.29	6/19/18	198.57
23	52.83	45.92			93.06	7/18/18	98.75
24	44.00	47.14			93.63	8/9/18	91.14
31	44.20	44.06	40.00		37.50	6/21/18	128.26
32	44.60	0.14			44.52	7/31/18	44.74
43	85.88	55.93			138.80	7/31/18	141.81
45	40.22	50.85	45.01	34.77	132.57	6/11/18	170.85
46	44.04	43.24			40.96	7/26/18	87.28
49	43.29	45.81			88.22	8/9/18	89.10
50	45.80	44.82			100.00	8/28/18	90.62
59	44.87	46.07	0.93		84.00	8/23/18	91.87
61	47.90	0.73			40.00	8/23/18	48.63
68	52.54	57.18			110.00	8/14/18	109.72
70	42.83	40.62			40.00	7/13/18	83.45
80	40.91	18.22			74.34	8/14/18	59.13
83	72.70	48.92			79.85	7/26/18	121.62
87	127.23	128.60			77.55	7/31/18	255.83
88	44.45	2.50			89.00	6/26/18	46.95
95	46.00	46.42			47.70	7/26/18	92.42
97	46.86	44.04			88.35	7/18/18	90.90
101	46.06	43.16			90.65	7/31/18	89.22
104	44.83	42.60			87.55	7/31/18	87.43
105	50.20	56.00			156.05	7/20/18	106.20
107	69.68	67.92			4.05	7/26/18	137.60
110	42.90	73.04			47.00	8/20/18	115.94
111	50.41	47.42			60.14	7/20/18	97.83
114	63.90	59.00			115.45	7/18/18	122.90
127	59.10	56.28	53.60	272.08	48.55	11/28/17	441.06
130	48.72	51.55			47.38	8/20/18	100.27
134	49.33	46.51	44.37	44.19	75.00	6/6/18	184.40
135	43.75	46.66			40.00	7/18/18	90.41
138	43.17	41.40			41.32	7/31/18	84.57
145	48.08	1.51			91.34	8/9/18	49.59
151	66.06	64.78	72.83	54.67	160.00	6/11/18	258.34
152	47.84	1.14			120.00	8/9/18	48.98
155	75.36	4.14			140.00	9/7/18	79.50
158	51.53	42.69			200.00	6/15/18	94.22
164	47.52	29.90			50.00	8/23/18	77.42
167	52.75	49.21	1.34		46.80	9/7/18	103.30
179	52.34	45.44	34.09		10.00	9/7/18	131.87
182	47.16	50.76			102.89	8/9/18	97.92
184	49.35	50.13	44.50	0.46	44.00	6/26/18	144.44
185	83.33	45.31	43.78	45.94	89.55	6/15/18	218.36
190	44.10	42.00	40.00		82.00	6/15/18	126.10
192	45.30	52.21	5.02		120.00	8/20/18	102.53
197	45.87	39.43			45.00	8/9/18	85.30

198	54.07	53.68	40.04	0.50	41.63	6/21/18	148.29
202	41.74	41.34			46.92	8/1/18	83.08
203	50.67	47.72			47.26	7/20/18	98.39
204	50.23	46.17			45.00	7/13/18	96.40
207	46.42	45.92			87.27	8/28/18	92.34
208	44.55	36.55			100.00	7/26/18	81.10
212	46.21	1.47			30.00	8/23/18	47.68
218	73.63	73.00			152.34	7/18/18	146.63
219	48.24	43.94	1.98		42.11	8/9/18	94.16
220	83.19	80.72	85.46		217.00	7/13/18	249.37
221	52.82	54.88			102.11	7/20/18	107.70
222	65.36	52.13			70.00	7/18/18	117.49
223	43.96	42.40			7.63	8/9/18	86.36
225	50.74	50.30			49.49	7/26/18	101.04
226	52.56	49.89	41.73		22.00	9/6/18	144.18
227	47.13	47.13	45.78		67.62	7/13/18	140.04
230	51.26	63.28			99.75	7/26/18	114.54
242	44.95	41.74			43.76	7/26/18	86.69
245	44.71	42.58			88.64	7/31/18	87.29
249	44.52	41.54			47.96	8/1/18	86.06
265	56.58	2.66			45.00	8/14/18	59.24
268	46.29	39.77			50.00	7/18/18	86.06
270	66.58	51.01			67.00	7/31/18	117.59
278	42.21	44.10			82.00	8/9/18	86.31
281	49.25	4.24			45.94	9/7/18	53.49
287	46.71	3.76			92.00	8/20/18	50.47
293	62.47	49.80			87.73	7/31/18	112.27
297	78.32	74.38			78.28	7/26/18	152.70
304	47.28	33.65			124.60	6/6/18	80.93
305	42.37	41.46			40.44	7/26/18	83.83
306	85.19	40.83			46.00	7/26/18	126.02
307	49.67	56.90			102.87	8/1/18	106.57
309	50.26	48.78			61.40	8/1/18	99.04
310	54.56	80.61			100.00	8/1/18	135.17
317	76.49	42.28			50.00	7/30/18	118.77
318	83.20	103.44			110.71	8/9/18	186.64
320	48.83	47.59	52.24		89.00	7/6/18	148.66
321	50.08	45.24			48.82	7/26/18	95.32
322	46.35	79.14	42.06	40.02	40.94	5/31/18	207.57
323	71.07	71.75			100.00	9/6/18	142.82
325	46.67	45.72			47.36	7/31/18	92.39
329	57.72	71.73			77.68	8/9/18	129.45
338	43.74	43.52			90.42	8/9/18	87.26
339	41.15	22.92			300.00	6/26/18	64.07
348	75.59	106.85			85.55	7/18/18	182.44
350	70.00	3.88			77.57	9/7/18	73.88
358	64.54	77.75			147.43	8/1/18	142.29
	5,149.99	4,450.63	783.27	538.11	7,604.17		10,922.00
			BILLING REGISTER INFORMATION AUGUST 31, 2018				
			WATER	\$4,284.18	CURRENT CHARGES		\$19,314.71
			SVC CHG	\$14,515.00	PAST DUE		\$2,414.02
			FIRE SVC	\$60.00	OVERPAY/PREPAY		(\$16,934.03)

			RECONN	\$70.00			
			ADJ	\$297.66			
			LATE CHGS	\$77.87	TOTAL RECEIVABLES	\$4,794.70	
			ACCOUNTS LISTED	95			
			TOTAL RECEIVABLES	\$20,042.25			

CAMP MEEKER RECREATION AND PARK DISTRICT										
WATER SALES 2018										
METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED GALLON S	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPE D TO CMR&P D	% LOSS	NOTES	
Alliance Master Meter	363	JAN	1,478,090	440,500	1,037,590	739,450	70.19	28.70		
Union Park	369									
Alliance Master Meter	363	FEB	1,297,640	396,900	900,740	745,570	69.41	17.22		
Union Park	369									
Alliance Master Meter	363	MARCH	1,168,980	425,800	743,180	653,010	63.57	12.13		
Union Park	369									
Alliance Master Meter	363	APRIL	1,182,270	490,500	691,770	751,110	58.51	-8.57		
Union Park	369									
Alliance Master Meter	363	MAY	1,256,890	537,800	719,090	735,950	57.21	-2.34		
Union Park	369									
Alliance Master Meter	363	JUNE	1,615,710	655,500	960,210	969,420	59.42	-0.90		
Union Park	369									
Alliance Master Meter	363	JULY	1,902,230	880,600	1,021,630	1,133,640	53.71	10.96		
Union Park	369									
Alliance Master Meter	363	AUG	2,156,200	688,900	1,467,300	1,136,920	68.05	12.72	DUTCHBILL CREK: 517,125 GAL	
Union Park	369									
Alliance Master Meter	363	SEPT								
Union Park	369									
Alliance Master Meter	363	OCT								
Union Park	369									
Alliance Master Meter	363	NOV								
Union Park	369									
Alliance Master Meter	363	DEC								
Union Park	369									
	total 2018		12,058,010	4,516,500	7,541,510	6,865,070	62.54%			

FINAL BUDGET 2017-2018 RECAP SHEET									
Camp Meeker Rec & Park									
FUND #	FUND #10	FUND #15	FUND #16	FUND #40	FUND #50	FUND #60	FUND #61	FUND #70	
A- Analysis of Fund Balance:	R&P	Restore/Develop	R&P-Cap	Water Op	Wtr-Cap Replmnt	DWR E58237	E58237 Reserve	USDA (A&B Debt)	
Actual Fund Balance 6/30/2018	17,670	17,670	27,934	22,746	850,084	87,221	101,430	135,560	
Encumbrances	-		-	-	-			-	
General	-			-					
Other	-			-					
Designations	66,057	12,670	32,934	774	789,543	95,675	104,131	130,178	
Fund Balance 6/30/2018	(48,387)	30,340	(5,000)	21,972	60,541	(8,454)	(2,701)	5,382	
B-Summary of District Budget									
Fund Balance Unreserved/Undesignated	(48,387)	30,340	(5,000)	21,972	60,541	(8,454)	(2,701)	5,382	
Cancellation of Prior Year Reserves/Desig	66,057	12,670	32,934	774	789,543	95,675	104,131	130,178	
Estimated Revenue	86,402	-	-	419,140	6,300	104,931	1,050	93,358	
Total Available Financing	104,072	17,670	27,934	441,886	856,384	192,152	102,480	228,918	
Appropriations	86,402	-	-	419,140	98,500	97,077	-	93,438	
Provisions for Reserves and/or Desig	17,670	17,670	27,934	22,746	757,884	95,075	102,480	135,480	
Total Financing Requirements	104,072	17,670	27,934	441,886	856,384	192,152	102,480	228,918	
Lynn E. Watson Director	Gery Helfrich Director		John Mc Daniel Director		Valery Larson Director		Anthony Tominia Director		
	Resolution 2018-013								
	Final Budget Approved On:								
	September 18, 2018								
Prop 4 Limit \$286,748 Adopted Resolution 2018-008									
District Fiscal Agent: Cheryl Doran-Girard	Address: 108 Salisbury Circle, Santa Rosa, CA 95401			Phone: 707-696-2876					

CAMP MEEKER RECREATION AND PARK DISTRICT						
2018-2019 FINAL BUDGET						
10-RECREATION AND PARK FUND						
				5/30/2018	2018-2019	VARIANCE
FUND	G/L	EVENT	ACCOUNT TITLE	ACTUAL	BUDGET	
REVENUES:						
10	4001	00	PROPERTY TAXES-CY SECURED	72,939	76,000	4%
10	4011	00	PROPERTY TAX ADMIN FEE	-		#DIV/0!
10	4020	00	PROPERTY TAX-CY SUPPLE	1,530	-	-100%
10	4040	00	PROPERTY TAX-CY UNSEC	2,063		-100%
10	4041	00	COST REIM-COL DELINQUENT	(32)	150	-569%
10	4050	00	SEC. BUS IMP-CY			#VALUE!
10	4051	00	SEC. BUS IMP-PY			#VALUE!
10	4060	00	PROPERTY TAX-PY SECURED	(3)		-100%
10	4080	00	PROPERTY TAX-PY SECURED	-		#DIV/0!
10	4090	00	PROPERTY TAX-PY UNSECURED	25		-100%
10	4091	00	PROPERTY TAX-PY SUPPLEMENTAL	(2)		-100%
10	4101	00	INTEREST -POOLED COUNTY	21	25	19%
10	4120	00	INTEREST EARNED-OTHER	68		-100%
10	4210	10	RENTAL FEES-ANDERSON HALL	7,325	8,000	9%
10	4215	00	RENTAL FEES-OTHER	1,727	1,727	0%
10	4220	00	STATE-HOPTR	512	500	-2%
10	4250	00	DONATIONS	-	-	#DIV/0!
10	4260	00	REIMBURSEMENTS	-	-	#DIV/0!
10	4290	00	MISCELLANEOUS REVENUE	2	-	-100%
10	4295	25	GRANT REV-HABITAT STATE PARKS	-	-	#DIV/0!
10	4315	00	REFUNDS - OTHER	-	-	#DIV/0!
10	4625	00	TRANSFER W/IN FUND -- IN	-	-	#DIV/0!
			TOTAL REVENUES	86,175	86,402	0%

SALARIES AND BENEFITS:						
10	5010	00	DIRECTOR STIPENDS	1,080	780	-28%
10	5011	10	COMPENSATION-ANDERSON HALL		4,500	#DIV/0!
10	5015	10	EMPLOYER PAYROLL TAX		371	#DIV/0!
10	5017	10	WORKER COMPENSATION	1,169	1,730	48%
			TOTAL SALARIES AND BENEFITS	2,249	7,381	228%
SERVICES AND SUPPLIES:						
10	5101	00	COMMUNICATIONS-TELEPHONE	1,035	900	-13%
10	5101	10	COMMUNICATIONS-TEL/WIFI A. HALL	-	674	#DIV/0!
10	5105	00	COMMUNICATIONS-ISP WEBSITE	240	250	4%
10	5110	00	COMMUNICATIONS-WEBSITE OTHER	500	750	50%
10	5110	10	COMMUNICATIONS-WEBSITE OTHER HALL	125	400	220%
10	5184	00	JANITORIAL SUPPLIES	-	-	#DIV/0!
10	5184	10	JANITORIAL SUPPLIES-A. HALL	368	500	36%
10	5185	00	JANITORIAL SERVICES	-	200	#DIV/0!
10	5185	10	JANITORIAL SERVICES-A. HALL	1,270	1,800	42%
10	5210	00	INSURANCE-PROP & LIABILITY	3,364	3,500	4%
10	5301	00	MAINTENANCE-BEACH & PARKS	10,153	750	-93%
10	5301	25	MAINTENANCE-HABITAT GRANT		-	#DIV/0!
10	5302	10	MAINT-BLDGS & IMPROV A. HALL	329	500	52%
10	5304	00	MAINTENANCE-EQUIPMENT	-	-	#DIV/0!
10	5401	00	MEMBERSHIPS	140	200	43%
10	5402	00	MARKETING	-	-	#DIV/0!
10	5402	10	MARKETING-ANDERSON HALL	-	250	#DIV/0!
10	5405	00	MISCELLANEOUS	700	500	-29%
10	5405	10	MISCELLANEOUS-A. HALL	350	500	43%
10	5405	15	MISCELLANEOUS-GRAN FONDO	-	-	250%
10	5410	00	OFFICE SUPPLIES	673	1,000	49%
10	5410	10	OFFICE SUPPLIES--A. HALL	91	150	65%
10	5415	00	OFFICE OPERATIONS	-	-	#DIV/0!
10	5416	00	LEASE-ACCOUNTING SOFTWARE	1,424	1,500	5%
10	5420	00	TRAINING-ADMINISTRATIVE	69	150	117%
10	5425	00	POSTAGE	186	150	-19%
10	5425	10	POSTAGE--A. HALL	32	50	56%
10	5426	00	PRINTING SERVICES	31	175	465%
10	5427	00	SUPPLIES	-	25	150%
10	5427	10	SUPPLIES-ANDERSON HALL	-	500	#DIV/0!
10	5427	15	SUPPLIES-GRAN FONDO EVENT	-	150	150%
10	5428	00	FOOD	126	25	-80%
10	5428	15	FOOD-GRAN FONDO EVENT	-	250	#DIV/0!
10	5501	00	PROFESSIONAL FEES-WEBMASTER	138	750	443%
10	5501	10	PROFESSIONAL FEES-WEBMASTER A. HALL	25	300	1100%
10	5502	00	PROFESSIONAL FEES-CONSULTANTS	-	-	#DIV/0!
10	5510	00	COUNTY SERVICES	-	-	#DIV/0!
10	5520	00	ADMINISTRATIVE SERVICES	12,903	12,500	-3%

10	5521	00	TRAINING COSTS-OTHER	-	-	#DIV/0!
10	5540	00	LAFCO CHARGES	274	300	134%
10	5550	00	LEGAL SERVICES	3,080	2,500	-19%
10	5555	00	PROFESSIONAL SERVICES-AUDITOR	8,365	7,500	-10%
10	5556	00	PROFESSIONAL SERVICES-ACCTING	13,198	12,000	-9%
10	55560	00	PROFESSIONAL FEES-OTHER	-	-	#DIV/0!
10	5570	10	PAYPAL SERVICE FEES-A. HALL	86	125	45%
10	5571	00	LATE FEES	-	50	#DIV/0!
10	5575	00	BANK SERVICE FEES	-	150	#DIV/0!
10	5570	10	BANK SERVICE FEES--ANDERSON HALL	(5)	25	-600%
10	5576	00	PROPERTY TAX ADMIN FEES	932	1,000	7%
10	5580	00	ELECTIONS COST	-	-	100%
10	5585	00	PUBLIC/LEGAL NOTICES	-	-	#DIV/0!
10	5590	00	GAS/OIL	353	400	13%
10	5590	10	GAS/OIL-A. HALL	1,170	1,200	3%
10	5591	10	EQUIPMENT RENTALS--ANDERSON HALL	227	-	-100%
10	5592	00	WATER AND SEWER	489	500	2%
10	5592	10	WATER AND SEWER-A. HALL	490	600	22%
10	5594	00	UTILITIES	531	500	100%
10	5594	10	UTILITIES-A. HALL	505	525	4%
			TOTAL SERVICE/SUPPLIES	68,465	71,486	4%
10	8501	00	LAND			
10	8510	00	REMODEL/REHAB/RENOVATE	-	-	#DIV/0!
10	8511	00	MAINTENANCE & REPAIR	-	11,500	#DIV/0!
10	8511	10	MAINTENANCE & REPAIR--A. HALL	-	1,500	#DIV/0!
10	8565	00	EQUIPMENT	683	-	100%
10	8565	10	EQUIPMENT--A. HALL		1,500	100%
10	8625	00	TRANSFER W/IN FUND	4,071		100%
10	9001	00	CONTINGENCY		416	100%
			TOTAL OTHER EXPENSES	4,754	14,916	214%
			EXPENSES IN TOTAL	73,219	86,402	18%
			NOT ACCOUNTED FOR:			
			WATER FUND DEBT REPAYMENT	6,887		
			FUTURE R&P CAPITAL REPLACEMENT			

CAMP MEEKER RECREATION AND PARK DISTRICT									
2018-2019 FINAL BUDGET									
40-WATER OPERATIONS FUND									
				6/30/2018	2018-2019	VARIANCE			
FUND	G/L	EVENT	ACCOUNT TITLE	ACTUAL	BUDGET				
REVENUES:									
40	4010	00	DIRECT CHARGES-CURRENT YEAR	117,065	125,640	7%			
40	4015	00	DIRECT CHARGES-CY SEC -JULY	6,125		-100%			
40	4061	00	DIRECT CHARGES-PRIOR YEAR	417		-100%			
40	4101	00	INTEREST-POOLED CASH-COUNTY	30		-100%			
40	4110	00	INTEREST-WELLS FARGO	-	-	#DIV/0!			
40	4310	00	SALES OF WTR-RESIDENTIAL	192,759	195,000	1%			
40	4625	00	TRANSFERS-WITHIN FUND-IN	3,236	98,500	2944%			
40			TOTAL REVENUE	319,632	419,140	31%			
40	5017	00	WORKER COMPENSATION INSURANCE	410	500	22%			
40	5101	00	COMMUNICATIONS-TELEPHONE	435	500	15%			
40	5105	00	COMMUNICATIONS-ISP WEBSITE	240	350	46%			
40	5110	00	COMMUNICATIONS-WEBSITE OTHER	500	350	-30%			
40	5210	00	INSURANCE-PROP/LIABILITY	3,364	3,500	4%			
40	5401	00	MEMBERSHIPS	140	150	7%			
40	5402	00	MARKETING	-	-	#DIV/0!			
40	5405	00	MISCELLANEOUS	60	125	108%			
40	5410	00	OFFICE SUPPLIES	646	750	16%			
40	5415	00	OFFICE OPERATIONS	-	100	#DIV/0!			
40	5416	00	LEASE-ACCOUNTING SOFTWARE	1,424	1,500	5%			
40	5420	00	TRAINING-ADMINISTRATIVE	69	150	117%			
40	5425	00	POSTAGE	131	150	15%			
40	5426	00	PRINTING SERVICES	454	500	10%			
40	5501	00	PROFESSIONAL FEES-WEB	88	1,500	1605%			
40	5502	00	PROFESSIONAL FEES-CONSULTANTS	-	25,000	#DIV/0!			
40	5515	00	CONTRACT SER-WATER OPERATOR	100,994	105,000	4%			
40	5520	00	ADMINISTRATIVE SERVICES	13,447	15,000	12%			
40	5521	00	TRAINING COSTS-OTHER	-	-	#DIV/0!			
40	5540	00	LAFCO CHARGES	1,015	1,200	18%			
40	5550	00	LEGAL SERVICES	2,602	7,500	188%			
40	5555	00	PROFESSIONAL SERVICES-AUDITOR	8,321	8,500	2%			
40	5556	00	PROFESSIONAL SERVICES-ACCOUNTING	13,738	14,000	2%			
40	5560	00	PROFESSIONAL FEES-OTHER	-	-	#DIV/0!			
40	5565	00	FISCAL AGENT FEES	1,068	1,200	12%			
40	5575	00	BANK SERVICE FEES	160	175	9%			
40	5576	00	PROPERTY TAX ADMINISTRATION FEE	-	-	#DIV/0!			
40	5580	00	ELECTIONS COST	-	2,000	100%			
40	5585	00	PUBLIC/LEGAL NOTICES	-	400	#DIV/0!			
40	5587	00	WATER SYSTEM FEES-STATE	2,282	2,500	10%			
40	5592	00	WATER AND SEWER	-	-	#DIV/0!			
40	5594	00	UTILITIES	6,183	6,500	5%			
			TOTAL SERVICE & SUPPLIES	157,771	199,100	26%			
40	8511	00	MAINTENANCE & REPAIR	1,436	15,000	945%			
40	8565	00	EQUIPMENT	8,565	-	-100%			
40	8567	00	ENGINEERING SERVICES	21,918	-				
40	8626	00	TFR WITHIN FUND-OUT	120,271	205,000	70%			
40	9001	00	CONTINGENCY		40				
			TOTAL OTHER EXPENSES	152,190	220,040	45%			
			TOTAL ALL EXPENSES	309,961	419,140	35%			

CAMP MEEKER RECREATION AND PARK DISTRICT									
2018-2019 FINAL BUDGET									
15-RECREATION AND PARK DEVELOPMENT FUND									
FUND	G/L	EVENT	ACCOUNT TITLE	6/30/2018 ACTUAL	2018-2019 BUDGET			VARIANCE	
REVENUES:									
EXPENSES:									
15	8625	00	TRANSFER W/IN FUND		-			#VALUE!	
			TOTAL EXPENSES		-			#VALUE!	

CAMP MEEKER RECREATION AND PARK DISTRICT									
2018-2019 FINAL BUDGET									
50-WATER CAPITAL FUND									
FUND	G/L	EVENT	ACCOUNT TITLE	6/30/2018 ACTUAL	2018-2019 BUDGET				VARIANCE
REVENUES:									
50	4110	00	INTEREST EARNED-WELLS FARGO BANK	318	300				-6%
50	4625	00	TRANSFERS-WITHIN A FUND-IN	6,000	6,000				0%
			TOTAL REVENUE	6,318	6,300				0%
EXPENSES:									
50	5410	00	OFFICE SUPPLIES	55					
50	8625	00	TRANSFERS WITHIN A FUND-OUT	28,000	98,500				72%
			TOTAL EXPENSES	28,055	98,500				72%

CAMP MEEKER RECREATION AND PARK DISTRICT									
2018-2019 FINAL BUDGET									
60-WATER-DWR E58237 FUND									
FUND	G/L	EVENT	ACCOUNT TITLE	6/30/2018 ACTUAL	2018-2019 BUDGET	VARIANCE			
REVENUES:									
60	4101	00	INTEREST EARNED-POOLED CASH SONOMA COUNTY	647.63	650	0%			
60	4625	00	TRANSFERS-WITHIN A FUND -IN	100,936	104,281				
			TOTAL REVENUE	101,584	104,931	3%			
60	7910	00	LONG TERM DEBT-PRINCIPAL	85,426	86,722	1%			
60	7911	00	LONG TERM DEBT-INTEREST	11,652	10,356	-13%			
60	9001	00	CONTINGENCY	-	-				
			TOTAL EXPENSES	97,078	97,077	0%			

CAMP MEEKER RECREATION AND PARK DISTRICT									
2018-2019 FINAL BUDGET									
61-WATER-DWR E58237 LOAN RESERVE									
FUND		G/L	EVENT		ACCOUNT TITLE	6/30/2018 ACTUAL	2018-2019 BUDGET	VARIANCE	
REVENUES:									
61	4101		00		INTEREST POOLED CASH-SONOMA COUNTY	1,000	1,050	5%	
					TOTAL REVENUE	1,000	1,050	5%	

CAMP MEEKER RECREATION AND PARK DISTRICT									
2018-2019 FINAL BUDGET									
70-USDA DEBT FUND									
FUND	G/L	EVENT	ACCOUNT TITLE	6/30/2018 ACTUAL	2018-2019 BUDGET	VARIANCE			
REVENUES:									
70	4290	00	MISCELLANEOUS REVENUES						
70	4625	00	TRANSFERS-WITHIN FUND-IN	93,788	93,358	0%			
			TOTAL REVENUE	93,788	93,358	0%			
EXPENSES:									
70	7910	00	LONG TERM DEBT-PRINCIPAL	34,000	35,500	4%			
70	7911	00	LONG TERM DEBT-INTEREST	59,573	57,938	-3%			
			TOTAL EXPENSES	93,573	93,438	0%			

CAMP MEEKER RECREATION AND PARK DISTRICT									
2018-2019 FINAL BUDGET									
EVENT/PROJECT BUDGET: Anderson Hall									
					6/30/2018	2018-2019	VARIANCE		
FUND	G/L	EVENT	ACCOUNT TITLE		ACTUAL	BUDGET			
REVENUES:									
10	4210	10	Rental Fees-Anderson Hall		7,325	8,000	8%		
			TOTAL REVENUES		7,325	8,000	8%		
SALARIES AND BENEFITS:									
10	5011	10	COMPENSATION			4,500	100%		
10	5015	10	EMPLOYER PAYROLL TAX			371	100%		
10	5017	10	WORKER COMPENSATION			1,730	100%		
			TOTAL COMPENSATION & BENEFITS			6,601	100%		
SERVICES AND SUPPLIES:									
10	5101	10	Communications-Telephone/WiFi		-	674	100%		
10	5110	10	Communications-Website Other		125	400	69%		
10	5184	10	Janitorial Supplies		368	500	26%		
10	5185	10	Janitorial Services		1,270	1,800	29%		
10	5302	10	Maintenance		329	500	34%		
10	5304	10	Maintenance-Equipment		-	50	100%		
10	5401	10	Memberships		-	-	#DIV/0!		
10	5402	10	Marketing		-	-	#DIV/0!		
10	5405	10	Miscellaneous		350	500	30%		
10	5410	10	Office Supplies		91	150	39%		
10	5425	10	Postage		32	50	36%		
10	5426	10	Printing Services		31	175	82%		
10	5427	10	Supplies		-		#DIV/0!		
10	5501	10	Professional Fees-Web		25	300	92%		
10	5570	10	Service Fees-Paypal		86	125	31%		
10	5575	10	Bank Service Fees		(5)	25	120%		
10	5590	10	Gas & Oil		1,170	850	-38%		
10	5592	10	Water & Sewer		490	600	18%		
10	5594	10	Utilities		505	525	4%		
			TOTAL SERVICES & SUPPLIES		4,867	7,224	33%		
10	8510	10	Remodel/Rehab/Renovate		-	-			
10	8511	10	Maintenance & Repair		-	1,000	100%		
10	8565	10	Equipment		683	-	#DIV/0!		
			TOTAL EXPENSES		5,550	8,224	33%		

RESOLUTION NO. 2018-014

CAMP MEEKER RECREATION & PARK DISTRICT

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

WHEREAS, The Camp Meeker Recreation & Park District holds the following account: 1-534-9960-6470 with US Bank, 2527 Guerneville Road, Santa Rosa, California for the purpose of receiving funds collected for deposits, rental fees and miscellaneous income from its rental clients and via PayPal.

AND, WHEREAS Catherine Anderson is no longer an elected official for the District and has been the sole signer for this account, and,

WHEREAS, the District wishes to establish current Board officers as signers for this account and confirm 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, 2018, these offices are held as follows:

President: GARY R. HELFRICH

Vice President: VALERY L. LARSON

Secretary-Treasurer: ANTHONY N. TOMINIA

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 18th day of September 2018.

DIRECTORS:

GARY HELFRICH_____ VALERY LARSON_____ JOHN MCDANIEL_____

ANTHONY TOMINIA _____LYNN WATSON_____

AYES_____ NAYS_____ ABSTAIN_____ ABSENT_____

CERTIFICATION

The following hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors of the Camp Meeker Recreation and Park District at a regular meeting of the Board of Directors held on September 18, 2018.

Gary R. Helfrich, President

ATTEST:

Anthony N. Tominia, Secretary/Treasurer

September 18, 2018

To: CMRPD Board
From: Valery Larson, John Mc Daniel
Subject: Anderson Hall Facility Review
Date: September 9, 2018

Please find below an outline of the items noted during a preliminary physical inspection of Anderson Hall as well as subsequent points of discussion relating to changes in operational policies and procedures:

Facility Inspection:

Identify and prioritize facility maintenance deficiencies and associated costs, establish corrective action schedule:

1. Exterior :
 - a. Replace loose and deteriorated boards on deck and service porch
 - b. Replace rotted picnic tables
 - c. Clean BBQ Area, remove tarp, reaffix corrugated BBQ roof
 - d. Review septic pump schedule and update accordingly
2. Roof:
 - a. Repair dry rot on eaves
 - b. Clean, repair and reaffix rain gutters
 - c. Clean debris, remove moss build-up
3. Interior:
 - a. Disconnect and remove nonoperational projection screen, replace with standalone
 - b. Refinish floor, wood finishes
 - c. Replace/update light fixtures
 - d. Update fire extinguishers
 - e. Install secure cabinet for cleaning supplies etc.
 - f. Paint kitchen, storage closet floor
 - g. Repair door to storage closet
 - h. Repair/replace bathroom paper towel dispenser
 - i. Install Wi-Fi

Maintenance and Upkeep:

Identify regular and seasonal facility maintenance and upkeep tasks for of Anderson Hall, Beach and District Office areas:

1. Create monthly maintenance schedules for all areas
2. Create exterior seasonal upkeep schedules for all areas
3. Determine pay rate, payment support documentation policy and procedures
4. Recruit, interview and identify candidate

Facility Coordinator:

Determine scope of facility coordinator responsibilities and duties:

1. Finalize job description draft and candidate qualifications
2. Determine pay rate and payment support documentation policy and procedures
3. Recruit, interview an identify candidate

Facility Pricing:

Establishing pricing structure for 2019:

1. Identify and conduct comp set analysis to determine facility market rate pricing
2. Create uniform teared pricing parameters for booking negotiation process.
3. Update and increase rental deposit amounts and return policy

Rental Payment Policy & Procedures:

Review direct payment and refund options, update and implement online banking transactions and two way money transfer procedures.

1. Explore options available through current banking affiliation

Web Site:

Enhance Anderson Hall web exposure, automate booking availability inquiries and streamline payment procedures:

1. Research creation of dedicated URL address for Anderson Hall, optimize with key search words
2. Research development and implementation of live availability colander to facilitate ease in booking process
3. Enhance web page with facility space configuration, detentions, capacity