

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

Tuesday, March 17, 2015, 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. February 24, 2015

2. March 1, 2015

B. Payment of Claims

C. Journal Entry Approval

D. Administrative and Financial Report

VII. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Subdivision a., Government Code Section 54956.9)

CAMP MEEKER RECREATION AND PARK DISTRICT v. JEWEL E. CHENOWETH, ET AL;  
PAT CHENOWETH AHO.

Sonoma Superior Court Case Number SCV 243172;

In re Bankruptcy of Pat Chenoweth Aho, US Bankruptcy Court, Northern District of California, Case  
No.: 05-14608

VIII. ADJOURN TO CLOSED SESSION

IX. ANNOUNCE ACTIONS, IF ANY, BACK IN OPEN SESSION

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

A. Report of operations for the current month.

XI. ACTION ITEMS

A. RESOLUTION 2015-001: CAMP MEEKER VOLUNTEER FIRE DEPARTMENT LEASE AGREEMENT (Cathie Anderson, 10 minutes)

DESCRIPTION: The District entered into a long term LAND LEASE AGREEMENT with the Camp Meeker Volunteer Fire Department (CMVFD), dated October 1, 2009. That instrument [and in particular, subparagraph 3.2] did not address apportionment of commonly used utilities. The District has taken steps to separate services (e.g. separate meters) as the most efficient way to apportion use. A proposed Amendment to the LEASE was given to the CMVFD in September of 2014, but the Fire Department has not acted upon or returned it. Therefore, on advice of counsel, that utilities must be apportioned under the LEASE; that, a Recreation & Park District is not authorized by law to provide financial support to a Fire Department; and that the CMVFD has been given adequate notice of the new billing and metering procedures that are necessary to achieve the purposes of the LEASE, counsel now recommends the matter be closed and that CMVFD be so informed.

PROPOSED ACTION: The Board is to adopt a RESOLUTION approving the actions taken under the LEASE, as set forth above, and authorize its President to send a letter to the CMVFD informing it of the District's actions and interpretation of the apportionment of utilities issue.

B. ANDERSON HALL DEPOSIT REFUNDS/PAYPAL SERVICE FEES (Cathie Anderson, 10 minutes)

DESCRIPTION: Director Anderson will review present policy regarding refund of Anderson Hall deposits and discuss cost of using PayPal services (3%) to book Anderson Hall online. It should be noted that the present policy is a complete refund of deposit given that the clean-up of the premises requirement is met by the renter.

PROPOSED ACTION: The Board may/may not take further action with respect to this issue.

C. UPDATE: GRANT PROPOSAL CAL FIRE PEST CONTROL (Anthony Tominia, 10 minutes)

DESCRIPTION: The Board will receive an update regarding a proposal for a grant from Cal-Fire for Pest Control to "clean up" Camp Meeker. Director Tominia is suggesting the grant would be in partnership with CMVFD and St. Dorothy's Rest.

PROPOSED ACTION: The Board may/may not take further action with respect to this proposal.

D. UPDATE: DISPOSAL OF UNWANTED HOUSEHOLD GOODS (Valery Larson, 10 minutes)

DESCRIPTION: Director Larson will review the disposal of unwanted household materials adjacent to the Creek. The Board will discuss possible solutions to this issue including but not limited to signage on District property.

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

E. SDRMA INSURANCE RENEWAL 2015-2016 (Staff, 5 minutes)

DESCRIPTION: The insurance renewal questionnaire for 2015-2016 has been completed; however, were questions related to volunteer insurance (worker compensation) and IT security and risk management policies including privacy, security breaches, etc. were new this year and the Board will discuss potential impact relative to coverage.

PROPOSED ACTION: The Board may/may not take further action in this regard.

F. BOARD MEETING ATTENDANCE—SUMMER MONTHS (Staff, 5 minutes)

DESCRIPTION: To insure that there will be no quorum issues during June and/or other summer months, the Board will discuss individual attendance during that time.

PROPOSED ACTION: The Board will take no action in this regard.

XII. 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.

XIII. 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, February 24, 2015, 7:00 pm  
DISTRICT OFFICE (Next to the Fire Station)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

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

II. ROLL CALL

Directors Anderson, Helfrich, Larson, Tominia and Watson were present. Counsel Scott Lewis of Perry, Johnson and Jamie Dunton were also in attendance.

III. APPROVAL OF AGENDA

A motion was made by Cathie Anderson, and seconded by Gary Helfrich to approve the agenda as posted.

Directors Anderson, Helfrich, Larson and Watson voted yes.

The motion was approved.                      Ayes: 4              Noes: 0              Abstain: 0              Absent: 0

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

There was no 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

1. January 20, 2015

As there were no corrections to the minutes of January 20, 2015, a motion was made by Cathie Anderson, and seconded by Gary Helfrich to approve the minutes of January 20, 2015 as submitted.

Directors Anderson, Helfrich, Larson and Watson voted yes.

The motion was approved.                      Ayes: 4              Noes: 0              Abstain: 0              Absent: 0

B. Payment of Claims

After discussion, a motion was made by Cathie Anderson, seconded by Valery Larson to approve the following warrant requests and checks 1137-1149 in payment thereof.

Warrant Request G2014/2015-009 (R&P February)              \$ 6,406.22

Warrant Request W2014/2015-009 Wtr February)              13,358.09

Directors Anderson, Helfrich, Larson and Watson voted yes.

The motion was approved.                      Ayes: 4              Noes: 0              Abstain: 0              Absent: 0

C. Journal Entry Approval

There were no journal entries beyond recurring items for interest earned and water transfers.

D. Administrative and Financial Report

Ms. Doran-Girard advised the Board of several items of conversation including SDRMA notification of no insurance rate increase for 2015/2016, CSDA and SDRMA Director openings, County signature documents and an item of financial research relative to Russian River Utility billings.

Director Tominia entered the meeting at 7:09 p.m.

VII. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Subdivision a., Government Code Section 54956.9)

CAMP MEEKER RECREATION AND PARK DISTRICT v. JEWEL E. CHENOWETH, ET AL;  
PAT CHENOWETH AHO.

Sonoma Superior Court Case Number SCV 243172;

In re Bankruptcy of Pat Chenoweth Aho, US Bankruptcy Court, Northern District of California, Case  
No.: 05-14608

VIII. ADJOURN TO CLOSED SESSION

The Board adjourned to closed session at 7:10 p.m.

IX. ANNOUNCE ACTIONS, IF ANY, BACK IN OPEN SESSION

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

A motion was made by Gary Helfrich and seconded by Valery Larson to approve Resolution 2015-002 as follows:

1. The Board authorizes legal counsel to file a motion to amend the Complaint for Sonoma Superior Court Case Number SCV 243172 to join the Episcopal Bishop of California and the California Diocese, if, after 30 days there is no further progress in obtaining the St. Dorothy's Easement;
2. The District's Counsel and its subcommittee are appointed to negotiate and are authorized to offer to meet with comparable representatives to discuss issues that surround the St. Dorothy's Easement; if those discussions prove fruitful, the subcommittee is authorized to offer a Tolling Agreement to Episcopal Bishop of California and the California Diocese by which the present lawsuit will be dismissed without prejudice and the District preserves all claims back to the date of filing of the lawsuit.

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

The motion was approved. Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

X. REPORT OF THE WATER SYSTEM OPERATOR

- A. Jamie Dunton of Russian River Utility reported that the water system is functioning normally. He also advised that the District's contract and the joint Occidental/Camp Meeker contract have expired and an extension of both agreements will need to be written and adopted. Until such time as an extension is approved, Russian River Utility will continue to perform services to the Districts on a month-to-month basis.

XI. ACTION ITEMS

A. RESOLUTION 2015-001: CAMP MEEKER VOLUNTEER FIRE DEPARTMENT LEASE AGREEMENT

DESCRIPTION: The District entered into a long term LAND LEASE AGREEMENT with the Camp Meeker Volunteer Fire Department (CMVFD), dated October 1, 2009. That instrument [and in particular, subparagraph 3.2] did not address apportionment of commonly used utilities. The District has taken steps to separate services (e.g. separate meters) as the most efficient way to apportion use. A proposed Amendment to the LEASE was given to the CMVFD in September of 2014, but the Fire Department has not acted upon or returned it. Therefore, on advice of counsel, that utilities must be apportioned under the LEASE; that, a Recreation & Park District is not authorized by law to provide financial support to a Fire Department; and that the CMVFD has been given adequate notice of the new billing and metering procedures that are necessary to achieve the purposes of the LEASE, counsel now recommends the matter be closed and that CMVFD be so informed. After discussion the Board agreed that tasks relative to the separation of the electric utility have yet to be completed.

ACTION: A motion was made by Cathie Anderson and seconded by Anthony Tominia to table the adoption of Resolution 2015-001 until the March 17 meeting in order to allow sufficient time to complete electric utility separation. Director Anderson will arrange for completion of this task. Directors Anderson, Helfrich, Larson, Tominia, and Watson voted yes.

The motion was approved.                      Ayes: 5              Noes: 0              Abstain: 0              Absent: 0

B. UPDATE: GRANT PROPOSAL CAL FIRE PEST CONTROL

DESCRIPTION: Director Tominia advised that he did not have an update regarding the proposal for a grant from Cal-Fire for Pest Control to "clean up" Camp Meeker. Director Tominia is suggesting the grant would be in partnership with CMVFD and St. Dorothy's Rest. He also advised that, at present, there are no funds available to conduct another Chipper Day.

ACTION: The Board took no further action with respect to this proposal.

C. UPDATE: GRANT/ARTS EVENTS

DESCRIPTION: Director Larson advised that another art event is planned at Anderson Hall on July 5. There will be a small fee charged to hold a place due to the fact that there were a number of "no shows" at the last event. It is possible that the District could receive additional grant funding from the Web and Rose Meier Family Fund/Greater Cincinnati Foundation for the purpose of supporting the arts in Camp Meeker.

ACTION: The Board took no further action on this matter.

D. UPDATE: DISPOSAL OF UNWANTED HOUSEHOLD GOODS

DESCRIPTION: Director Larson reviewed her recent communications with Public Works regarding the disposal of unwanted household materials on the road adjacent to the Creek. It is possible that the County will post signage regarding this issue.

ACTION: The Board took no further action on this matter.

E. FORM 700 ANNUAL STATEMENTS OF ECONOMIC INTERESTS FILING

DESCRIPTION: Elected officials are legally required to file an annual Statement of Economic Interests (FPPC Form 700). Forms were distributed to the Board and, after a brief discussion of filing requirements, it was agreed that Board members will return Form 700 at the March 1 Study Session.

ACTION: No action took place.

XII. 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.

ACTION: No action or discussion took place.

Cathie Anderson advised that the Board will adopt its 2015-2016 Budget at the May meeting. In order to adequately address costs, any suggested programs and costs from Directors should be submitted by the March 17 meeting. Additionally, she advised that a memorial to Jeff Rusch has been posted on the District's website.

Anthony Tominia advised that he is concerned about the culvert at the bottom of the hill on Redwood Avenue. He is concerned about the possibility that the street would also be adversely impacted should further land movement occur and would like the District to write a letter to the County regarding this issue. He also advised that there are matters regarding the post office that he would like addressed at the April meeting.

Lynn Watson advised that she would not be available for the entire month of June, as she will be taking her annual vacation.

XIII. 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 Gary Helfrich that the February 2015 meeting of the Camp Meeker Board of Directors be adjourned.

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

The motion was approved. Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

The meeting adjourned at 8:39 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2015-02-24finalmins-cdg1

Minutes of the Study Session  
Of the  
Board of Directors of the  
Camp Meeker Recreation and Park District

Sunday, March 1, 2015, 7:00 pm  
ANDERSON HALL, 101 LAKESIDE  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order at 10:10 a.m. by President Watson.

II. ROLL CALL

Directors Anderson, Helfrich, Larson, and Watson were present. Director Tominia was absent. Jamie Dunton was also in attendance.

III. APPROVAL OF AGENDA

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

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

The motion was approved. Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

There was no 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. CAMP MEEKER RECREATION AND PARK DISTRICT GOVERNANCE, LEGAL POWERS, OPERATIONS, AND FUNDING

Directors Helfrich and Anderson explained the history of the District, the legal authority, history and establishment of the water system and related information and responded to various questions from attending directors. Mr. Dunton provided historical information relative to the private water system that existed prior to the District's establishment of a new system.

Director Helfrich explained the Brown Act, Public Records Act, District's authority with respect to the community and private property issues and provided various examples of Brown Act issues that have arisen in the past and resulted in litigation.

Ms. Doran-Girard presented a brief overview governmental accounting, of the District's finances, sources of funds and use of funds and existing water system loans.

XIII. 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 Gary Helfrich that the study session be adjourned.

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

The motion was approved. Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

The meeting adjourned at 12:05 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2015-03-01finalmins-cdg1



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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:** MARCH 17, 2015 WARRANTS AND FINANCIAL INFORMATION  
**DATE:** MARCH 13, 2015

Financial Statements and Warrant Detail are in the board packet following this memorandum. Financial data is based on the District's revenues & expenses received to date.

G2014/2015-010	R&P (March 2015)	8,594.35
W2014/2015-010	Water (March 2015)	10,545.38
AB2014-2015-002	USDA (Water Loan)	31,690.20

Cash balances are updated from all reconciled February 28 bank statements from Wells Fargo, Bank of the West and US Bank, plus funds received to date. All bank accounts and PayPal are reconciled and approved by the District's Fiscal Officer through the February 28.

Financial statements contain data available through March 13, 2015 and anticipate payment of the DWR loan by the County of Sonoma. The detail of the warrant requests directly is following this memo so you will be able to review individual items for each warrant request. Cash in hand, check registers, water funds allocation, County memorandums of funds transfers and finally the financial statements are placed behind the individual warrant details.

Deposits will be made to the Wells Fargo checking account and the Wells Fargo Investment account for amounts allocated for capital replacement and USDA debt fund repayment. All funds on deposit with PayPal as of this writing have been directed to the US Bank account.

The process of report development and budget reporting from the accounting software will be further addressed under the "Silver Client Care" plan with Soft Trac within the next few weeks and Larry Johnson will be reviewing financial data shortly as arranged prior to the initiation of the new accounting system.

In the event that you need to contact me, you can reach me at voicemail/office 707-545-2108, email at [admin@campmeeker.org](mailto:admin@campmeeker.org) or as a last resort via cell phone 707-696-2876.



Vendor	G/L Acct	Amount	Explanation
Anderson, Cathie	5010	30.00	Dir Stipend-March 2015
Valery Larson	5010	30.00	Dir Stipend-March 2015
Lynn Watson	5010	30.00	Dir Stipend-March 2015
Doran-Girard, Cheryl	5520	1,144.13	Consulting-Feb/March
Doran-Girard, Cheryl	5556	854.28	Consulting-Feb/Marc
Doran-Girard, Cheryl	5550	213.57	Consulting-Feb/Marc
Doran-Girard, Cheryl	5428	29.36	Meeting Supplies
Fedex Office	5426	164.19	Printing
Camp Meeker Water System	5592	81.38	Water Services
Sonoma County Tax Col	5405	350.00	Direct Charges
Steve Crotty Consulting	5401	1,000.00	St. Dorothy's Easement
PGE	5594	82.20	Electric Service
Perry Johnson	5550	2,115.00	Legal-St. Dorothy's
Perry Johnson	5550	210.00	Legal Fees
US Bank-Visa	5101	514.13	Abila/Verizon/CSDA/And Supplies/PacTel
Brelje & Race	5560	1,217.50	St. Dorothy's Easement
Jessica Lopez	5185	100.00	Anderson Hall
McPhail Fuel	5590	84.86	District Office Propane
Wavemaker	5501	343.75	Updates/Server Migration

Total 8,594.35

DIRECTOR APPROVAL:

DATE:

3/17/15

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**Camp Meeker Recreation & Park District**

Warrant #

[W2014/2015-010](#)

Vendor	G/L Acct	Amount	Explanation
Doran-Girard, Cheryl	5520	1,144.12	Consulting-Feb/March
Doran-Girard, Cheryl	5556	457.65	Consulting-Feb/March
Doran-Girard, Cheryl	5410	29.34	Meeting Supplies
Fedex Office	5585	164.18	Printing
Perry, Johnson	5550	60.00	Legal Services
US Bank	5416	149.00	Abila Contract
US Bank	5401	69.50	CSDA Dues
Russian River Utility	5515	8,105.39	Contract Services
Russian River Utility	5594	22.45	Electric
Wavemaker	5501	343.75	Updates/Server Migration

Total 10,545.38

DIRECTOR APPROVAL:

DATE:

3/17/15

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## Camp Meeker Recreation &amp; Park District Warrant # AB2014/2015-002

Vendor	SubObj	Amount	Explanation
USDA Rural D	7930	31,690.20	Int Loan Pmt Per Contract

Total	31,690.20
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DIRECTOR APPROVAL:      DATE:      3/17/15

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**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - Check Register-Current Month test  
1010 - Cash In Wells Fargo Bank-Operating  
From 3/1/2015 Through 3/31/2015

Check Number	Check Description	Vendor Name	Effective Date	Check Amount
1150	System Generated Check/Voucher	Brelje & Race Consulting Civil Engineers	3/17/2015	1,217.50
1151	System Generated Check/Voucher	Camp Meeker Water System	3/17/2015	81.38
1152	System Generated Check/Voucher	Steve Crotty Consulting	3/17/2015	1,000.00
1153	System Generated Check/Voucher	Cheryl Doran-Girard	3/17/2015	3,872.45
1154	System Generated Check/Voucher	Fedex Office	3/17/2015	328.37
1155	System Generated Check/Voucher	Jessica Lopez	3/17/2015	100.00
1156	System Generated Check/Voucher	McPhail Fuel Company	3/17/2015	84.86
1157	System Generated Check/Voucher	P G & E	3/17/2015	82.20
1158	System Generated Check/Voucher	Perry Johnson Anderson, Miller & Moskowitz	3/17/2015	2,385.00
1159	System Generated Check/Voucher	Russian River Utility	3/17/2015	8,127.84
1160	System Generated Check/Voucher	Sonoma Co Tax Collector	3/17/2015	350.00
1161	System Generated Check/Voucher	US Bank	3/17/2015	732.63
1162	System Generated Check/Voucher	Wavemaker Media Design	3/17/2015	687.50
1163	Director Stipend--March 2015	Cathie Anderson	3/17/2015	30.00
1164	Director Stipend--March 2015	Valery Larson	3/17/2015	30.00
1165	Director Stipend--March 2015	Lynn Watson	3/17/2015	30.00

419139.73

**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - Check Register-Current Month test  
1015 - Cash in Wells Fargo Bank-Investments  
From 3/1/2015 Through 3/31/2015

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1002	USDA Loan Payment April 1, 2015	USDA Rural Development	3/20/2015	31,690.20

**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - Check Register-Current Month test  
1030 - Cash in Bank of the West-Water  
From 3/1/2015 Through 3/31/2015

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
540	Water Transfer - USDA & Capital Funds	Camp Meeker Rec & Park Dist	3/17/2015	6,700.00
541	Wtr Transfer--Water Operations	Camp Meeker Rec & Park Dist	3/17/2015	10,050.00
				<hr/>
				16750.00

**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - Check Register-Current Month test  
1040 - Cash in US Bank-Rental Deposits/PayPal  
From 3/1/2015 Through 3/31/2015

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1005	Rental Fee Tfr--Toolan & Neuwirth	Camp Meeker Rec & Park Dist	3/17/2015	1,600.94
				<hr/>
Report Total				69,180.87
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**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
10 - Recreation & Park - Operating  
From 7/1/2014 Through 3/25/2015  
(In Whole Numbers)

		YTD Budget - Original	Current Year Actual	YTD Budget Variance - Original
Revenue				
4001	Property Taxes-CY Secured	48,000	27,615	(20,385)
4040	Property Taxes-CY Unsecured	0	1,663	1,663
4041	Cost Reimbursement-Collect Delinquent CY Unsec	(1,000)	(34)	966
4101	Interest Pooled Cash -Sonoma County	250	2	(248)
4210	Rental Fees-Anderson Hall	7,500	6,245	(1,255)
4215	Rental Fees-Other	0	1,295	1,295
4220	State-Home Owner Property Tax Relief	500	0	(500)
4230	Other Sales	0	3	3
4250	Donations	0	1,500	1,500
4290	Miscellaneous Revenues	0	54	54
4625	Transfers-Within Fund In	17,000	0	(17,000)
	Total Revenue	72,250	38,342	(33,908)
Expenses				
5010	Director Stipend	720	630	90
5017	Worker Compensation Insurance	1,400	414	986
5101	Communications-Telephone	2,310	1,728	582
5105	Communications-ISP Website	250	124	126
5184	Janitorial Supplies	400	313	87
5185	Janitorial Services	1,700	650	1,050
5210	Insurance-Property & Liability	1,656	0	1,656
5301	Maintenance-Beach and Parks	750	0	750
5302	Maintenance-Bldgs & Improvements	500	95	405
5304	Maintenance-Equipment	0	49	(49)
5401	Memberships	125	180	(55)
5402	Marketing	0	1,231	(1,231)
5405	Miscellaneous	0	768	(768)
5410	Office Supplies	750	624	126
5415	Office Operations	0	215	(215)
5416	Lease-Accounting Software	1,935	894	1,041
5420	Training-Administrative	750	443	307
5425	Postage	400	295	105
5426	Printing Services	500	876	(376)
5427	Supplies	350	51	299
5428	Food	0	246	(246)
5501	Professional Fees-Web	750	1,253	(503)
5520	Administrative Services	19,800	8,856	10,944
5521	Training Costs-Other	0	191	(191)
5535	Event Promotion/Advertising	0	306	(306)
5540	LAFCO Charges	150	0	150
5550	Legal Services	15,000	6,174	8,826
5555	Professional Services-Auditor	10,086	6,687	3,399
5556	Professional Services-Accounting	3,300	6,659	(3,359)
5560	Professional Fees-Other	0	4,859	(4,859)
5570	Service Fee-PayPal	75	110	(35)
5575	Bank Service Fees	0	15	(15)
5590	Gas and Oil	1,750	891	859
5591	Equipment Rentals	0	582	(582)
5592	Water and Sewer	750	762	(12)

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
10 - Recreation & Park - Operating  
From 7/1/2014 Through 3/25/2015  
(In Whole Numbers)

		<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
5594	Utilities	1,000	753	247
8516	Maintenance & Repair	5,000	0	5,000
9001	Contingency	<u>93</u>	<u>0</u>	<u>93</u>
	Total Expenses	<u>72,250</u>	<u>47,922</u>	<u>24,328</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
40 - Recreation & Parks - Water Operations  
From 7/1/2014 Through 3/25/2015  
(In Whole Numbers)

		YTD Budget - Original	Current Year Actual	YTD Budget Variance - Original
	Revenue			
4010	Direct Charges-Current Year	122,000	71,006	(50,994)
4061	Direct Charges -Prior Year	0	1,223	1,223
4101	Interest Pooled Cash -Sonoma County	250	1	(249)
4110	Interest Earned-Wells Fargo Bank	0	234	234
4310	Sales of Water-Residential	220,000	144,244	(75,756)
4625	Transfers-Within Fund In	30,000	0	(30,000)
	Total Revenue	372,250	216,709	(155,541)
	Expenses			
5101	Communications-Telephone	990	0	990
5105	Communications-ISP Website	250	58	192
5210	Insurance-Property & Liability	3,862	0	3,862
5401	Memberships	125	70	56
5402	Marketing	0	19	(19)
5405	Miscellaneous	0	54	(54)
5410	Office Supplies	500	721	(221)
5415	Office Operations	500	166	334
5416	Lease-Accounting Software	1,935	894	1,041
5420	Training-Administrative	750	443	307
5425	Postage	150	43	107
5426	Printing Services	500	543	(43)
5428	Food	0	29	(29)
5501	Professional Fees-Web	750	225	525
5515	Contract Services-Water Operations	95,000	67,984	27,016
5520	Administrative Services	14,500	9,266	5,234
5521	Training Costs-Other	0	191	(191)
5540	LAFCO Charges	545	0	545
5550	Legal Services	15,000	1,604	13,396
5555	Professional Services-Auditor	11,004	6,687	4,317
5556	Professional Services-Accounting	7,700	5,650	2,051
5560	Professional Fees-Other	0	1,188	(1,188)
5565	Fiscal Agent Fees	300	0	300
5575	Bank Service Fees	0	(12)	12
5576	Property Tax Administration Fee	0	1,071	(1,071)
5585	Public/Legal Notices	500	315	185
5587	Water System Fees-State	2,500	2,369	131
5592	Water and Sewer	0	22	(22)
5594	Utilities	3,000	2,945	55
8511	Maintenance & Repair	0	3,518	(3,518)
8516	Maintenance & Repair	0	549	(549)
8565	Equipment 2	5,000	0	5,000
8625	Tfr Within Fnd-Out	205,690	0	205,690
9001	Contingency	1,199	0	1,199
	Total Expenses	372,250	106,610	265,640

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
50 - Recreation & Parks - Water Capital  
From 7/1/2014 Through 3/25/2015  
(In Whole Numbers)

		<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
	Revenue			
4110	Interest Earned-Wells Fargo Bank	0	1,504	1,504
4625	Transfers-Within Fund In	<u>15,000</u>	<u>0</u>	<u>(15,000)</u>
	Total Revenue	<u>15,000</u>	<u>1,504</u>	<u>(13,496)</u>
	Expenses			
8516	Maintenance & Repair	5,000	0	5,000
8625	Tfr Within Fnd-Out	<u>30,000</u>	<u>0</u>	<u>30,000</u>
	Total Expenses	<u>35,000</u>	<u>0</u>	<u>35,000</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
60 - Recreation & Parks-DWR E58237  
From 7/1/2014 Through 3/25/2015  
(In Whole Numbers)

		<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	0	105	105
4625	Transfers-Within Fund In	<u>97,077</u>	<u>0</u>	<u>(97,077)</u>
	Total Revenue	<u>97,077</u>	<u>105</u>	<u>(96,972)</u>
	Expenses			
7910	Long Term Debt-Principal	76,888	78,053	(1,165)
7911	Long Term Debt-Interest	<u>20,189</u>	<u>19,025</u>	<u>1,164</u>
	Total Expenses	<u>97,077</u>	<u>97,077</u>	<u>(0)</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
61 - Recreation & Park - Reserve DWR E58237  
From 7/1/2014 Through 3/25/2015  
(In Whole Numbers)

	<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
Revenue			
4101      Interest Pooled Cash -Sonoma County	0	286	286
Total Revenue	<u>0</u>	<u>286</u>	<u>286</u>



**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
70 - Recreation & Park - USDA Debt Fund  
From 7/1/2014 Through 3/25/2015  
(In Whole Numbers)

		<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
	Revenue			
4290	Miscellaneous Revenues	<u>93,613</u>	<u>0</u>	<u>(93,613)</u>
	Total Revenue	<u>93,613</u>	<u>0</u>	<u>(93,613)</u>
	Expenses			
7910	Long Term Debt-Principal	<u>29,500</u>	<u>29,500</u>	<u>0</u>
7911	Long Term Debt-Interest	<u>64,113</u>	<u>64,097</u>	<u>16</u>
	Total Expenses	<u>93,613</u>	<u>93,597</u>	<u>16</u>

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

**March 10, 2015**

**RE: CAMP MEEKER PAST DUE ACCOUNTS**

- **Accounts 4, 19, 23, 24, 25, 26, 31, 50, 68, 69, 103, 109, 129, 142, 147, 152, 158, 176, 185, 194, 196, 198, 202, 208, 217, 219, 224, 226, 227, 232, 240, 245, 246, 254, 264, 269, 270, 295, 304, 307, 309, 311, 321, 322, 330, 334, 339, 351, 352, 353, 355 and 358:** Past due notices will be sent on March 23 and lock off is scheduled for April 6, 2105.
- **Accounts 15, 111, 133, 139, 140, 161, 192 and 301:** Some payments are on their way, and lock off has been rescheduled to March 16, 2015.
- **Account 154:** RRU is still waiting to hear from customer to arrange a payment arrangement.

CAMP MEEKER RECREATION AND PARK DISTRICT							
PAST DUE REPORT							
				Mar-15			
ACCT #	CURRENT	1 - 30.	31 - 60	60+	LAST PAYMENT		TOTAL
4	121.67	97.44			150.00	3/10/15	219.11
6	47.78	0.28			177.00	2/24/15	48.06
8	51.04	2.83			60.00	2/23/15	53.87
15	51.34	49.37	48.28		163.03	12/16/14	148.99
19	51.69	51.42			106.00	2/19/15	103.11
23	46.62	46.38			46.37	2/6/15	93.00
24	43.85	47.84			130.75	2/10/15	91.69
25	42.78	33.11			50.00	2/10/15	75.89
26	41.80	31.12			50.00	2/10/15	72.92
31	42.11	42.10			42.00	2/19/15	84.21
50	45.80	46.42			90.00	2/6/15	92.22
68	100.82	86.44			180.00	1/27/15	187.26
69	52.05	48.92			109.15	1/30/15	100.97
81	46.80	0.09			46.23	2/23/15	46.89
93	40.00	0.10			40.00	3/3/15	40.10
103	49.54	47.60			107.16	2/19/15	97.14
109	51.44	50.45			52.28	2/10/15	101.89
111	43.34	41.28	25.59		100.00	1/23/15	110.21
128	40.24	0.47			80.00	1/23/15	40.71
129	42.92	40.72			44.22	2/27/15	83.64
133	47.15	45.75	50.56	0.37	134.00	1/9/15	143.83
139	46.54	44.95	27.36		65.00	1/23/15	118.85
140	60.72	57.55	57.92		200.00	1/13/15	176.19
142	50.57	49.76			59.30	1/23/15	100.33
147	50.12	45.96			40.10	1/23/15	96.08
152	48.29	47.40			181.03	1/13/15	95.69
154	40.00	82.39	61.62	290.27	40.00	2/23/15	474.28
158	43.98	45.60			89.52	2/10/15	89.58
161	47.10	44.78	43.12		90.00	12/23/14	135.00
174	40.12	2.00			80.00	2/10/15	42.12
176	40.86	17.26			100.00	12/23/14	58.12
185	45.73	41.85			90.00	2/13/15	87.58
192	45.97	43.82	47.99		131.05	1/6/15	137.78
194	44.26	23.22			50.00	2/13/15	67.48
196	45.87	42.92			43.04	1/30/15	88.79
198	42.34	46.86			47.24	2/19/15	89.20
202	43.01	40.59			85.00	1/9/15	83.60
208	44.80	43.24			137.22	1/20/15	88.04
212	47.16	2.76			96.88	2/13/15	49.92
217	42.00	40.00			40.00	1/23/15	82.00
219	53.73	41.50			137.17	1/13/15	95.23
220	87.12	1.42			191.00	3/10/15	88.54
224	40.70	13.96			150.00	3/3/15	54.66
226	44.46	41.95			100.00	2/19/15	86.41
227	44.29	45.89			85.85	2/10/15	90.18
232	44.69	41.81			42.77	1/27/15	86.50
240	44.55	44.11			45.34	2/19/15	88.66
245	43.86	41.64			132.53	1/16/15	85.50
246	47.30	40.00			87.67	1/13/15	87.30
254	48.00	42.40			46.70	1/27/15	90.40
264	45.49	47.79			96.93	2/19/15	93.28
269	44.62	38.07			46.46	2/19/15	82.69
270	59.22	50.75			175.64	1/23/15	109.97
301	44.10	42.00	40.00		76.48	12/30/14	126.10
304	48.28	45.64			157.65	1/30/15	93.92
307	53.66	50.58			46.84	2/13/15	104.24
309	45.44	45.62			6.01	2/6/15	91.06
311	41.32	26.41			140.18	1/27/15	67.73
320	40.10	0.08			82.00	2/13/15	40.18
321	43.65	44.20			142.49	1/27/15	87.85
322	47.12	46.00			99.07	2/6/15	93.12

ACCT #	CURRENT	1 - 30.	31 - 60	60+	LAST PAYMENT		TOTAL
330	47.06	53.50			160.01	2/6/15	100.56
334	41.30	40.00			71.30	12/30/14	81.30
339	41.45	33.31			60.00	1/16/15	74.76
350	60.02	0.15			3.06	2/23/15	60.17
351	42.84	40.46			40.42	1/20/15	83.30
352	42.00	40.00			40.00	1/20/15	82.00
353	42.00	40.00			40.00	1/20/15	82.00
355	47.44	44.78			140.04	1/27/15	92.22
358	51.50	49.90			197.54	2/13/15	101.40
	<b>3,440.29</b>	<b>2,751.50</b>	<b>413.17</b>	<b>290.64</b>			<b>6,895.60</b>
			BILLING REGISTER INFORMATION 2/28/15				
			WATER	\$1,538.48	CURRENT CHARGES		\$16,576.29
			SVC CHG	\$14,515.00	PAST DUE		\$1,841.02
			FIRE SVC	\$60.00	OVERPAY/PREPAY		-\$12,633.41
			RECONNECT	\$70.00			
			ADJ	-\$4.27			
			LATE CHGS*	\$397.08	TOTAL RECEIVABLES		\$5,783.90
			TOTAL RECEIVABLES		17,347.50		
			ACCOUNTS LISTED		71		

**CAMP MEEKER RECREATION AND PARK DISTRICT  
WATER SALES 2015**

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 Maste Union Park	363 369	JAN	1,234,800	471,100	763,700	744,420	61.85	2.52	
Alliance Maste Union Park	363 369	FEB	1,278,000	466,500	811,500	662,220	63.50	18.39	
Alliance Maste Union Park	363 369	MARCH							
Alliance Maste Union Park	363 369	APRIL							
Alliance Maste Union Park	363 369	MAY							
Alliance Maste Union Park	363 369	JUNE							
Alliance Maste Union Park	363 369	JULY							
Alliance Maste Union Park	363 369	AUG							
Alliance Maste Union Park	363 369	SEPT							
Alliance Maste Union Park	363 369	OCT							
Alliance Maste Union Park	363 369	NOV							
Alliance Maste Union Park	363 369	DEC							
	<b>TOTAL 2015</b>								
	Total 2014		19,271,400	7141400	12,130,000	10,964,120	65.38	9.38	
	Total 2013		20,172,800	7044100	13,128,700	11,884,410	65.08	9.48	
	Total 2012		20,424,200	6,667,800	13,756,400	12,470,220	67.35	9.35	
	Total 2011		19,307,170	5,925,900	13,381,200	11,916,240	69.77	10.95	OCSD Loss 8.29%
	Total 2010		20,013,990	6,461,400	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%

**RESOLUTION NO. 2015-001**

**CAMP MEEKER RECREATION AND PARK DISTRICT**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CAMP MEEKER RECREATION AND PARK DISTRICT  
REGARDING ITS LAND LEASE AGREEMENT  
WITH THE CAMP MEEKER VOLUNTEER FIRE DEPARTMENT**

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Whereas, the Board of Directors of the Camp Meeker Recreation & Park District (“District”) entered into a long term Land Lease Agreement with the Camp Meeker Volunteer Fire Department (CMVFD) dated October 1, 2009; and,  
Whereas, that Instrument (in particular, subparagraph 3.2) did not address apportionment of commonly used utilities and the District has taken steps to separate services as the most efficient way to apportion use; and,  
Whereas, the proposed Amendment to the Lease was given to the CMVFD in September 2014, and the CMVFD has not acted upon or returned a duly executed Amendment;  
Therefore, upon advice of counsel, that utilities must be apportioned under the Lease; that, a Recreation and Park District is not authorized by law to provide financial support to a Fire Department; and, that the CMVFD has been given adequate notice of the new billing and metering procedures that are necessary to achieve the purposes of the Lease, District Counsel now recommends that the matter be closed; and,  
Therefore, the Board of Directors of the Camp Meeker Recreation and Park District hereby approves the actions taken with respect to subparagraph 3.2 utilities apportionment and authorizes the Board President to send a letter to the CMVFD informing it of the District’s actions and the interpretation of the apportionment of the utilities issue.

It is hereby certified that the foregoing Resolution was duly introduced and legally adopted by the Board of Directors of the Camp Meeker Recreation and Park District during a meeting held on the 17<sup>th</sup> day of March 2015.

**DIRECTORS**

WATSON \_\_\_\_\_ ANDERSON \_\_\_\_\_ HELFRICH \_\_\_\_\_ LARSON \_\_\_\_\_

TOMINIA \_\_\_\_\_

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_

**SO ORDERED**

Attested

\_\_\_\_\_  
Catherine J. Anderson, Secretary-Treasurer

March 17, 2015