



Post Office Box 461
Camp Meeker, CA 95419
707-874-9246
www.campmeeker.org

**REGULAR MEETING
OF THE BOARD OF DIRECTORS
LOCATION: ANDERSON HALL
101 LAKESIDE, CAMP MEEKER, CA
MAY 17, 2022 7:00 P.M.
AGENDA**

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. April 19, 2022 Minutes
- B. Payment of Claims
- C. Journal Entry Approval
 - JV2022-038 Sonoma County Tax/Direct Transfer
- D. Administrative and Financial Report

VII. REPORT OF THE WATER SYSTEM OPERATOR (Russian River Utility, 5 minutes)

- A. System Operations

VIII. ACTION ITEMS

A. PLAYGROUND EQUIPMENT (Lynn Watson, 10 minutes)

DESCRIPTION: Director Lynn Watson will propose the restoration of the merry-go-round as a valuable part of Camp Meeker history and its continued use as a form of recreation for all ages. This restoration would be paid for out of the district's Park and Recreation funds. The future placement of the merry-go-round in a new recreation area to be determined in the future.

PROPOSED ACTION: The board may or may not approve the restoration and continued use of the current merry-go-round in the Camp Meeker recreation area.

B. UPDATE: PLAYGROUND/PER CAPITA GRANT

(Anthony Tominia and John McDaniel, 10 minutes)

DESCRIPTION: The subcommittee will provide an update regarding planning the Dutch Bill playground renovation and related project activities.

PROPOSED ACTION: The Board may/may not take further action regarding the playground project.

C. UPDATE: LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP)

(District Staff, 5 minutes)

DESCRIPTION: The Low-Income Household Water Assistance Program (LIHWAP) will provide financial assistance to low-income Californians to help manage their residential water utility costs. The Board will discuss the recent enrollment process and issues with respect to online access and need for signature to the Direct Payment Agreement prior to the May 17 meeting.

PROPOSED ACTION: The Board may/may not authorize the District Administrator's signing of the Direct Payment Agreement with Horne LLP, a contractor for the State, to administrate the LIHWAP program.

D. POST OFFICE LEASE AND PRESENTATION (Anthony Tominia, 5 minutes)

DESCRIPTION: As CMRPD works to restore the Dutch Bill Creek parcel, addressing landscaping and a new playground, the board would like to explore what options exist to upgrade or replace the post office trailer. The District does not own the trailer. The current lease is for the site and is in place to 2024.

PROPOSED ACTION: The Board may take further action regarding this issue.

E. UPDATE: FIRE HARDENING DISTRICT PARCELS PROJECT

(Anthony Tominia, 5 minutes)

DESCRIPTION: Director Tominia will update the Board regarding the Americorps work and outcome of project.

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

F. UPDATE: WATER SUBCOMMITTEE (Anthony Tominia/Gary Helfrich, 5 minutes)

DESCRIPTION: The Board will be advised of current progress of various water system projects including permit and Alliance construction.

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

G. UPDATE: ANDERSON HALL (John McDaniel, 5 minutes)

DESCRIPTION: John McDaniel will review the current status of Anderson Hall facilities, scheduled rental events and related issues.

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

H. RESOLUTION 2022-005: RESTRICTION USDA DEBT FUND

DESCRIPTION: The Board will review Resolution 2022-005 that proposes the USDA Debt Fund cash be classified as restricted (committed) funds to be used for loan for loan repayment purposes alone.

PROPOSED ACTION: The Board may/may not approve Resolution 2022-005 committing USDA debt funds cash to debt repayment.

X. DIRECTORS' REPORTS

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

PROPOSED ACTION: No action or discussion to take place

XI. ADJOURNMENT

HOW TO GET AN ITEM ON THE AGENDA

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

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

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

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

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

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**REGULAR MEETING
OF THE BOARD OF DIRECTORS
LOCATION: ANDERSON HALL
101 LAKESIDE, CAMP MEEKER, CA
APRIL 19, 2022 7:00 P.M.
AGENDA**

I. CALL TO ORDER

The meeting was called to order by President Tominia at 7:01 p.m.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

A motion was made by Gary Helfrich, and seconded by Valery Larson to approve the agenda as published.

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

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

The motion was approved.

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

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. March 22, 2022 Minutes

A motion was made by John McDaniel, and seconded by Gary Helfrich to approve the March 22, 2022 minutes as recorded.

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

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

The motion was approved.

B. Payment of Claims

A motion was made by, Anthony Tominia, and seconded by Gary Helfrich to approve the April 19, 2022 warrant request 2021/2022-010 as follows and directs that an additional check be written and forwarded to Camp Meeker Volunteer Fire in the amount of \$150.00 for the donation received in memory of Katrena Meyer from Jasset Sidore:

2021-2022-010	RP-April 2022	4,930.80
\$17,334.16	Water-April 2022	13,104.95

Wells Fargo Bank Checks 2325-2333 and Bank of the West checks 746 and 747 in payment of expenses, and water receipts transfers.

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

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

The motion was approved.

C. Journal Entry Approval

There were no journal entries beyond the recurring entries of water revenue, bank interest and bank service charges.

D. Administrative and Financial Report

Ms. Doran-Girard reviewed an estimate from SDRMA for costs of insurance for 2022-2023 that may be less than estimated based on prior SDRMA estimate thought to be 20% higher than 2021-2022, a similar notice has been received from State Compensation insurance. Both expenses will be under budgeted amounts. An estimate has also been received from the County advising that R&P revenue is estimated to increase over budget by a small amount. Other items of correspondence were reviewed.

VII. PRESENTATION: VOLUNTARY DROUGHT INITIATIVE

Shay Richardson and David Hines, California Department of Fish & Wildlife detailed the impact and benefits of signing the Voluntary Drought Initiative for the Board. The impact of augmenting Dutch Bill Creek is vitally important as the drought has impacted available resources. Other agencies along the creek are also contributing. There was considerable dialogue with Board members.

VIII. REPORT OF THE WATER SYSTEM OPERATOR

A. System Operations

Jamie Dunton reported that water system is functioning normally and in compliance. Director McDaniel questioned the total dollars past due. The Board requested that the Past Due Report document produced by Russian River staff include total amounts due as well as length of delinquency. The current report lists only the collections status. By including the dollars and length of delinquency for each account, the Board will have pertinent information presented in one comprehensive report.

IX. ACTION ITEMS

A. VOLUNTARY DROUGHT INITIATIVE

DESCRIPTION: The Board discussed the Voluntary Drought Initiative agreement and its benefits to the District in depth including equipment installation to facilitate the Dutch Bill augmentation and temperature issues.

ACTION: A motion was made by Anthony Tominia and seconded by John McDaniel, to authorize the Board President to execute the Voluntary Drought Initiative Agreement with the California Department of Fish and Wildlife.

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

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

The motion was approved

B. LEAK ADJUSTMENT ACCOUNT 211, ANNE REAGAN, 53 MONTGOMERY,
APN075-192-015

DESCRIPTION: Ms. Reagan (Account 211) experienced a slow water leak at her 53 Montgomery property, has had repairs completed and submitted an invoice from the individual providing the repair services. Secondly she had a leaking toilet valve. She is asking for a credit of \$198.36 per District policy.

ACTION: A motion was made by Gary Helfrich, and seconded by Anthony Tominia to The approve \$198.36 credit for Account 211, 53 Montgomery (APN075-192-015), Anne Reagan, owner. The Board advises that per existing Board policy the account will not be eligible for a leak adjustment for five years.

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

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

The motion was approved

C. UPDATE: LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP)

DESCRIPTION: The Low-Income Household Water Assistance Program (LIHWAP) will provide financial assistance to low-income Californians to help manage their residential water utility costs. The Board will discuss applying for use of the program for low-income customers.

ACTION: There is no update at this time.

D. CSDA LIABILITY INSURANCE CONFIRMATION

DESCRIPTION: A Sonoma County Chapter of California Special Districts Association has been established with the intent to provide more local information and responses to issues relevant to Sonoma County Special Districts. To participate the Camp Meeker Recreation and Park District will need to confirm that the District has liability insurance. The proposed quarterly meetings are open to both administrative staff and Directors and may provide education and networking opportunities. The CMRP District's administrator has been asked to serve on the Sonoma County Chapter's Executive Committee Vice President and to provide a "professional image" for the Chapter's website.

ACTION: A motion was made by Anthony Tominia, and seconded by Gary Helfrich to authorize District Secretary/Treasurer to execute the CSDA confirmation document.

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

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

The motion was approved

E. UPDATE: PLAYGROUND/PER CAPITA GRANT

DESCRIPTION: Directors Tominia and McDaniel advised is no update. Various tasks are in process and the subcommittee is awaiting responses from proposed vendors.

ACTION: The Board took no action regarding the playground project.

F. POST OFFICE LEASE AND PRESENTATION

DESCRIPTION: Director Tominia stated that the Camp Meeker Post Office has become an eyesore and gives a negative impression of Camp Meeker as well as negatively impacts property values in the community. As CMRPD works to restore the Dutch Bill Creek parcel, addressing landscaping and a new playground, he would like to explore what options exist to upgrade or replace the post office trailer. The District does not own the trailer. The current lease is for the site and is in place to 2024.

Lynn Gretton, Camp Meeker resident, agreed that the post office does look horrible; however, expressed concerns that approaching USPS could result in closure and having to go elsewhere to pick up mail. Director Tominia will explore options.

ACTION: The Board took no action regarding this issue.

G. UPDATE: FIRE HARDENING DISTRICT PARCELS PROJECT

DESCRIPTION: Director Tominia detailed the proposal for Americorps to conduct fire hardening/fuels reduction work at the park for both Camp Meeker and on St. Dorothy's adjoining parcel as well. Americorps and Safer West Sonoma County have provided confirmation of liability insurance for the work the Americorps volunteers and Safer West County volunteers will complete. The maintenance program will remove blackberries and ivy, using no more than a shovel for a tool.

While the project was approved at the March 22 meeting, the Board will review and authorize the Board President to execute a permission document with Safer West County for District files to allow the maintenance work on the District parcel.

ACTION: A motion was made by Gary Helfrich, and seconded by Valery Larson that Board authorize the Board President to execute an agreement with Safer West County allowing maintenance work removing blackberries and ivy on the District parcel adjacent to Dutch Bill Creek and the post office.

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

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

The motion was approved

H. UPDATE: WATER SUBCOMMITTEE

DESCRIPTION: Director Tominia advised of current progress of various water system projects including permit amendment that he hopes will occur by June and Alliance construction. A joint subcommittee meeting with Alliance and Occidental CSD will be held.

ACTION: The Board took no action.

I. UPDATE: ST. DOROTHY'S PURCHASE PROPOSAL

DESCRIPTION: John McDaniel reviewed the land transfer process that has been underway for the past year and a half and anticipates it will take an additional 2 to 3 years to complete. Due to the complexity of the transfer, the involvement of three separate entities each requiring extensive due diligence and the securing of appropriate funding, the process for achieving a mutually beneficial outcome will be long and convoluted. The subcommittee will continue to provide updates as the transfer process advances.

ACTION: The Board took no action.

X. DIRECTORS' REPORTS

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PROPOSED ACTION: No action or discussion to take place

John McDaniel advised the status of rentals at Anderson Hall.

XI. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Anthony Tominia, and seconded by Gary Helfrich that the April 2022 meeting of the Camp Meeker Board of Directors is adjourned.

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

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

The motion was approved.

The meeting adjourned at 8:35 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

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**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS
FROM: CHERYL DORAN GIRARD
SUBJECT: MAY 17, 2022 WARRANTS AND FINANCIAL INFORMATION
DATE: MAY 17, 2022

Financial Statements and Warrant Detail in the board packet following this memorandum provide information available through May 12, 2022.

2021/2022-011	RP-May 2022	4,444.96
\$70,742.79*	Water-May 2022	20,588.83

The Financial statements included in the Board info packet represent revenue and expenses for eleven months of the 2021-2022 fiscal year.

The financial statements revenue and expenses are reflective of vendor invoices received through 05/12/2022. Check registers included in the financial packet include all checks written since the last warrant approval.

All bank reconciliations are in process. In the next week I will be preparing the 2022-2023 Preliminary Budget. Please submit any proposed project information prior to May 18 for inclusion. The Preliminary will be made available to the Board for review prior to the Board meeting.

In the event that you need to contact me, I can be reached via cell phone 707-696-2876. My "old" land line is no longer active.

CAMP MEEKER RECREATION AND PARK DISTRICT

WARRANT REQUEST # 2021-2022-011

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
Larson, Valery	30.00	30.00		Director Stipend-May 2022
Watson, Lynn	30.00	30.00		Director Stipend-May 2022
CMRPD Water System	98.24	98.24		April Water
Doran-Girard, Cheryl	7,278.15	1,440.25	1,840.25	Consulting-Feb/March 2022
Doran-Girard, Cheryl		1,075.75	1,475.25	Consulting-Feb/March 2022
Doran-Girard, Cheryl		350.00	743.50	Consulting-Feb/March 2022
Doran-Girard, Cheryl		182.50	182.50	Consulting-Feb/March 2022
Doran-Girard, Cheryl		-	(11.85)	Postage
Perry Johnson	705.00	97.50	-	Legal Services-Fire Hardening
Perry Johnson		405.00		St. Dorothy's Issues
Perry Johnson			202.50	SB998 Conference/Issues
PGE	80.72	80.72	-	Electric Service
Russian River Utility	9,233.76	-	8,738.56	Contract Services
Russian River Utility	-	-	495.20	Electric Service Wtr System
US Bank*	580.12	130.73	130.72	Software Lease
US Bank	-	209.27	52.55	Communications
US Bank		22.50	22.50	Websiste Hosting/Maintenance
US Bank			11.85	Postage
Wavemaker Media	210.00	142.50	67.50	Anderson Hall Reserv/Govt Rpts
Sidore Donation To CMVFD*	150.00	150.00		
Sonoma County Wtr Agency	6,637.80		6,637.80	20/2021 Contract Per Inv.
CMRPD	45,709.00			
	<u>70,742.79</u>	<u>4,444.96</u>	<u>20,588.83</u>	45,709.00

* Check Issued 4/24/2022

DIRECTOR APPROVAL:

DATE:

5/17/22

CAMP MEEKER RECREATION AND PARK DISTRICT
Estimated Cash Report 2021-2022

FUNDS➡	Rec & Park Operating 10	Rec & Park Capital 16	Water Operations 40	A&B Water Debt 70	Capital Repmnt 50	Totals
Balance Forward 4/19/2022	101,571.27	25,000.00	42,000.59	208,013.30	988,261.81	1,364,846.97
Deposits 5/17/2022	158.33		24,637.80	-	2,000.00	26,796.13
Tax Receipts/Direct Charge Transfer	38,406.68			30,167.94	15,543.03	84,117.65
Warrants 5/17/2022	(4,444.96)	-	(20,588.83)			(25,033.79)
			-	-	-	-
Fund Totals	135,691.32	25,000.00	46,049.56	238,181.24	1,005,804.84	1,450,726.96

5/17/22

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1010 - Cash In Wells Fargo Bank-Operating
From 4/20/2022 Through 5/17/2022

Check Number	Check Description	Vendor Name	Effective Date	Check Amount
2333	Sidore Donation for Katrina ...	Camp Meeker Vol ...	4/24/2022	150.00
2334	System Generated Check/Vo...	Camp Meeker Wa...	5/17/2022	98.24
2335	System Generated Check/Vo...	Cheryl Doran-Girard	5/17/2022	7,278.15
2336	System Generated Check/Vo...	P G & E	5/17/2022	80.72
2337	System Generated Check/Vo...	Perry Johnson An...	5/17/2022	705.00
2338	System Generated Check/Vo...	Russian River Utility	5/17/2022	9,233.76
2339	System Generated Check/Vo...	Sonoma County	5/17/2022	0.00
2340	System Generated Check/Vo...	Wavemaker Medi...	5/17/2022	210.00
2341	System Generated Check/Vo...	US Bank	5/17/2022	580.12
2342	Director Stipend--May 2022	Valery Larson	5/17/2022	30.00
2343	Director Stipend-May 2022	Lynn Watson	5/17/2022	30.00
2344	Transfer April 2022 Direct C...	Camp Meeker Rec...	5/17/2022	45,709.00
2345	System Generated Check/Vo...	Sonoma County ...	5/17/2022	6,637.80
Total 1010 - Cash In Wells Fargo Bank-Operating				70,742.79

Camp Meeker Recreation & Parks District

Check/Voucher Register - CDG-Current Register

1030 - Cash in Bank of the West-Water

From 4/20/2022 Through 5/17/2022

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
748	Water Transfer -April Receip...	Camp Meeker Rec...	5/17/2022	2,000.00
749	Water Transfer Receipts Apr...	Camp Meeker Rec...	5/17/2022	<u>18,000.00</u>
		Total 1030 - Cash in Bank of the West-Water		20,000.00
				<u> </u>
Report Total				<u><u>90,742.79</u></u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2021 Through 6/30/2022
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
Revenue				
4001	Property Taxes-CY Secured	92,500	88,969	(3,531)
4020	Property Taxes-CY Supplemental	0	1,364	1,364
4040	Property Taxes-CY Unsecured	0	2,670	2,670
4101	Interest Pooled Cash -Sonoma County	0	4	4
4110	Interest Earned-Wells Fargo Bank	0	48	48
4210	Rental Fees-Anderson Hall	2,000	1,000	(1,000)
4215	Rental Fees-Other	1,900	1,742	(158)
4220	State-Home Owner Property Tax Relief	500	251	(249)
4221	State-Other In Lieu -Fish & Wildlife 18-19	0	2	2
4250	Donations	0	150	150
4295	Grant Revenue	125,000	0	(125,000)
4625	Transfers-Within Fund In	25,000	0	(25,000)
	Total Revenue	<u>246,900</u>	<u>96,199</u>	<u>(150,701)</u>
Expenditures				
5010	Director Stipend	720	630	90
5017	Worker Compensation Insurance	1,500	(169)	1,669
5101	Communications-Telephone	1,100	974	126
5105	Communications-ISP Website	750	510	240
5110	Communications-Website Other	500	526	(26)
5112	Communications-WiFi	1,100	906	194
5184	Janitorial Supplies	500	0	500
5185	Janitorial Services	1,950	320	1,630
5210	Insurance-Property & Liability	8,000	0	8,000
5401	Memberships	300	252	49
5405	Miscellaneous	850	1,150	(300)
5410	Office Supplies	750	731	19
5416	Lease-Accounting Software	1,650	1,105	545
5420	Training-Administrative	150	0	150
5425	Postage	75	61	14
5426	Printing Services	1,000	28	972
5427	Supplies	750	53	697
5501	Professional Fees-Web	650	243	408
5520	Administrative Services	21,000	15,755	5,245
5521	Training Costs-Other	0	100	(100)
5531	Community Education	5,000	0	5,000
5540	LAFCO Charges	300	205	95
5550	Legal Services	15,000	7,397	7,603
5555	Professional Services-Auditor	9,500	4,599	4,902
5556	Professional Services-Accounting	14,000	16,524	(2,524)
5570	Service Fee-PayPal	250	0	250
5571	Late Fees	0	12	(12)
5575	Bank Service Fees	0	225	(225)
5576	Property Tax Administration Fee	1,000	1,199	(199)
5577	Recording-Filing Fees	0	53	(53)
5590	Gas and Oil	1,500	437	1,063
5591	Equipment Rentals	0	71	(71)
5592	Water and Sewer	1,500	936	564
5594	Utilities	1,450	847	603

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2021 Through 6/30/2022
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
8510	Remodel/Rehab/Renovate	110,000	0	110,000
8514	Maintenance & Repair-Major	25,000	0	25,000
8516	Restoration	19,000	0	19,000
8521	Survey/Topography	0	5,870	(5,870)
9001	Contingency	105	0	105
	Total Expenditures	<u>246,900</u>	<u>61,548</u>	<u>185,352</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>34,651</u>	<u>34,651</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
16 - Recreation & Park - Capital Replacement
From 7/1/2021 Through 6/30/2022
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4110	Interest Earned-Wells Fargo Bank	<u>0</u>	<u>106</u>	<u>106</u>
	Total Revenue	<u>0</u>	<u>106</u>	<u>106</u>
	Expenditures			
8625	Tfr Within Fnd-Out	<u>25,000</u>	<u>0</u>	<u>25,000</u>
	Total Expenditures	<u>25,000</u>	<u>0</u>	<u>25,000</u>
	Excess of Income Over (Under) Expense	<u>(25,000)</u>	<u>106</u>	<u>25,106</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
40 - Recreation & Parks - Water Operations
From 7/1/2021 Through 6/30/2022
(In Whole Numbers)

		Total Budget - Final	Current Year Actual	Total Budget Variance - Final
	Revenue			
4010	Direct Charges-Current Year	124,000	118,815	(5,185)
4061	Direct Charges -Prior Year	0	396	396
4101	Interest Pooled Cash -Sonoma County	0	3	3
4260	Reimbursements	6,000	0	(6,000)
4310	Sales of Water-Residential	250,000	206,968	(43,032)
4410	Revenues From Other Governments	0	6,638	6,638
4625	Transfers-Within Fund In	150,000	0	(150,000)
	Total Revenue	<u>530,000</u>	<u>332,819</u>	<u>(197,181)</u>
	Expenditures			
5017	Worker Compensation Insurance	1,200	0	1,200
5101	Communications-Telephone	500	474	26
5105	Communications-ISP Website	300	245	56
5110	Communications-Website Other	300	192	108
5210	Insurance-Property & Liability	5,000	0	5,000
5401	Memberships	250	252	(2)
5405	Miscellaneous	0	106	(106)
5410	Office Supplies	850	926	(76)
5416	Lease-Accounting Software	1,750	1,105	645
5420	Training-Administrative	200	0	200
5425	Postage	300	270	30
5426	Printing Services	0	87	(87)
5427	Supplies	150	12	138
5501	Professional Fees-Web	200	293	(93)
5515	Contract Services-Water Operations	150,000	96,003	53,997
5520	Administrative Services	21,000	16,861	4,139
5540	LAFCO Charges	850	683	167
5550	Legal Services	16,500	10,290	6,210
5555	Professional Services-Auditor	12,100	4,248	7,852
5556	Professional Services-Accounting	16,800	16,789	11
5565	Fiscal Agent Fees	0	1,077	(1,077)
5567	SCWA-Water Agency Fees	6,000	6,638	(638)
5575	Bank Service Fees	10	60	(50)
5576	Property Tax Administration Fee	1,200	0	1,200
5585	Public/Legal Notices	575	398	177
5587	Water System Fees-State	2,750	2,969	(219)
5594	Utilities	12,500	9,156	3,344
8565	Equipment 2	125,000	0	125,000
8625	Tfr Within Fnd-Out	148,000	52,217	95,783
9001	Contingency	5,715	0	5,715
	Total Expenditures	<u>530,000</u>	<u>221,350</u>	<u>308,650</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>111,470</u>	<u>111,470</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
50 - Recreation & Parks - Water Capital
From 7/1/2021 Through 6/30/2022
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4110	Interest Earned-Wells Fargo Bank	0	643	643
4260	Reimbursements	0	5,800	5,800
4625	Transfers-Within Fund In	<u>50,000</u>	<u>79,920</u>	<u>29,920</u>
	Total Revenue	<u>50,000</u>	<u>86,362</u>	<u>36,362</u>
	Expenditures			
5575	Bank Service Fees	0	311	(311)
8625	Tfr Within Fnd-Out	<u>150,000</u>	<u>62,166</u>	<u>87,834</u>
	Total Expenditures	<u>150,000</u>	<u>62,477</u>	<u>87,523</u>
	Excess of Income Over (Under) Expense	<u>(100,000)</u>	<u>23,885</u>	<u>123,885</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
70 - Recreation & Park - USDA Debt Fund
From 7/1/2021 Through 6/30/2022
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4290	Miscellaneous Revenues	1,500	0	(1,500)
4625	Transfers-Within Fund In	<u>103,972</u>	<u>112,432</u>	<u>8,460</u>
	Total Revenue	<u>105,472</u>	<u>112,432</u>	<u>6,960</u>
	Expenditures			
7910	Long Term Debt-Principal	41,000	41,000	0
7911	Long Term Debt-Interest	52,511	52,466	45
8625	Tfr Within Fnd-Out	<u>0</u>	<u>77,969</u>	<u>(77,969)</u>
	Total Expenditures	<u>93,511</u>	<u>171,434</u>	<u>(77,923)</u>
	Excess of Income Over (Under) Expense	<u>11,961</u>	<u>(59,002)</u>	<u>(70,963)</u>

[illegible]

CAMP MEEKER RECREATION & PARK DISTRICT

JOURNAL ENTRY AND DOCUMENTATION

ENTRY NUMBER: JV2022-038									
DATE: 4/21/22									
FUND	ACCOUNT	EVENT	LATER	ACCOUNT DESCRIPTION	DEBIT	CREDIT			
10	1010	00	999	CASH-WELLS FARGO OPERATING	38,404.71				
10	4001	00	999	PROPERTY TAXES-CY SECURED		38,668.30			
10	4020	00	999	PROPERTY TAXES-CY SUPPLEMENTAL		757.37			
10	5576	00	999	PROPERTY TAX-ADMIN FEE	1,199.13				
10	4101	00	999	INTEREST POOLED CASH-CTY		2.39			
10	4220	00	999	STATE-HOME OWNER PROP TAX		175.78			
40	4061	00	999	PRIOR YEAR DIRECT CHARGES		-			
40	4010	00	999	DIRECT CHARGES-CURRENT YEAR		45,709.00			
40	4101	00	999	INTEREST POOLED CASH-CTY		1.97			
40	1010	00	999	CASH-WELLS FARGO OPERATING	45,710.97				
REASON FOR JOURNAL ENTRY:									
RECORD TRANSFER OF TAX AND DIRECT									
CHARGE PROCEEDS FROM SONOMA									
COUNTY TAX COLLECTOR TO WELLS									
FARGO BANK PER STATEMENT & COUNTY									
DOCUMENTATION 4/19/2022									
PREPARED BY: <i>OTC</i>									
DATE POSTED: <i>5/11/22</i>									
DATE POSTED:									
FISCAL OFFICER APPROVAL:					DATE:				

Actual Transactions

Fiscal Date [1/1/2022, 2/1/2022, 3/1/2022, 4/1/2022] and Fund [72151] and Account [4*, 5*]
Run: 2022-04-15 04:23 PM

Posted Date	Journal Date	Journal ID	Journal Header Description	Journal Line Description	Business Unit	Fund	Department	Account	TCA	Amount
Fund: 72151 – Camp Meeker Rec and Park Dist.										
Account Type: 00004 – All Revenues										
Account: 40002 – Prop Tax - CY, Secured										
04-13-2022	04-13-2022	0000266409	CY Secured 12/14/21-4/12/22	Prop Tax - CY, Secured	SC002	72151	67010100	40002	T12000	(38,668.30) (38,668.30)
Account: 40012 – SB2557 Prop Tax Admin										
04-14-2022	04-13-2022	0000266514	SB2557 Prop Tax Admin Fee 21-22	SB2557 Prop Tax Admin	SC002	72151	67010100	40012	T12000	1,199.13 1,199.13
Account: 40111 – Supplemental Prop Taxes - CY										
01-07-2022	01-03-2022	0000258439	CY Supplemental 12/1/21-1/2/22	Supplemental Prop Taxes - CY	SC002	72151	67010100	40111	T12000	(211.18)
02-08-2022	02-01-2022	0000260753	CY Supplemental 1/3/22-1/31/22	Supplemental Prop Taxes - CY	SC002	72151	67010100	40111	T12000	(124.45)
03-09-2022	03-01-2022	0000262933	CY Supplemental 2/1/22-2/28/22	Supplemental Prop Taxes - CY	SC002	72151	67010100	40111	T12000	(148.98)
- 04-07-2022	04-01-2022	0000265624	CY Supplemental 3/1/22-3/31/22	Supplemental Prop Taxes - CY	SC002	72151	67010100	40111	T12000	(272.76) (757.37)
Account: 42291 – State Homeowners Prop Tax Relf										
02-08-2022	02-01-2022	0000260499	HOPTR SecUns P13 35% 21-22	State Homeowners Prop Tax Relf	SC002	72151	67010100	42291	T12000	(173.71)
02-08-2022	02-01-2022	0000260627	HOPTR SB813 P13 35% 21-22	State Homeowners Prop Tax Relf	SC002	72151	67010100	42291	T12000	(2.07) (175.78)
Account: 44002 – Interest on Pooled Cash										
01-13-2022	01-13-2022	IA00259187	2nd Qtr Interest Apportionment	2nd Qtr Interest Apportionment	SC002	72151	67010100	44002		(1.85)
04-13-2022	04-13-2022	IA00266441	3rd Qtr Interest Apportionment	3rd Qtr Interest Apportionment	SC002	72151	67010100	44002		(0.54) (2.39) (38,404.71)

General Ledger Balances

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Criteria: As Of = 4/30/2022 (83% of Year Elapsed); Fund = 71251, 71201, 71251, 71301, 71351, 71352, 71401, 71451, 71501, 71551, 71601, 71652, 71653, 71654, 71751, 71752, 71801, 71851, 71901, 71902, 71903, 71904, 71951, 72001, 72051, 72052, 72053, 72101, 72151, 72152, 72153, 72156, 72157, 72158, 72253, 72401, 72601, 72651, 72701, 72751, 72801, 72901, 76111, 76151, 76152, 76251, 76901, 76952, 77001, 77002, 77051, 81185, 81190, 81195, 81200, 81201, 81215, 81225, 81230, 81235, 81240, 81245, 81250, 81255, 81260, 81460, 81475, 81480, 81481, 81482, 82750, 82760, 82770, 82775, 82780, 82785, 82155; Accounting Period = 1..12,998; Ledger = ACTUALS; Group = Report,Fund9,Account2,Account5

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Fund Code 72151 -- Camp Meeker Rec and Park Dist.

Account Type 00001 -- All Asset Accounts

10100 Equity in Pooled Cash
10400 Unrealized Gains and Losses

Total All Asset Accounts

Account Type 00002 -- All Liability Accounts

20100 Vouchers Payable
23300 Due to Other Governments

Total All Liability Accounts

Account Type 00003 -- Fund Balance and Net Position

30500 FB - Unassigned

Total Fund Balance and Net Position

Account Type 999998 -- CHANGE IN FUND BALANCE

999998 CHANGE IN FUND BALANCE

Total CHANGE IN FUND BALANCE

Total Camp Meeker Rec and Park Dist.

Account	Title	Actual Beginning Balance	Year-To-Date Actual Debits	Year-To-Date Actual Credits	Actual Ending Balance
		5,015.23	211,178.90	177,789.42	38,404.71
		(0.87)	0.00	0.00	(0.87)
		5,014.36	211,178.90	177,789.42	38,403.84
		0.00	58,671.50	58,671.50	0.00
		(5,015.23)	5,015.23	0.00	0.00
		(5,015.23)	63,686.73	58,671.50	0.00
		0.87	0.00	0.00	0.87
		0.87	0.00	0.00	0.87
		0.00	114,102.69	152,507.40	(38,404.71)
		0.00	114,102.69	152,507.40	(38,404.71)
		0.00	388,968.32	388,968.32	0.00

Actual Transactions

Fiscal Date [1/1/2022, 2/1/2022, 3/1/2022, 4/1/2022] and Fund [72151] and Account [4*, 5*]

Run: 2022-04-15 04:23 PM

Posted Date	Journal Date	Journal ID	Journal Header Description	Journal Line Description	Business Unit	Fund	Department	Account	TCA	Amount
Fund: 72151 – Camp Meeker Rec and Park Dist.										
Account Type: 00004 – All Revenues										
Account: 40002 – Prop Tax - CY, Secured										
04-13-2022	04-13-2022	0000266409	CY Secured 12/14/21-4/12/22	Prop Tax - CY, Secured	SC002	72151	67010100	40002	T12000	(38,668.30) (38,668.30)
Account: 40012 – SB2557 Prop Tax Admin										
04-14-2022	04-13-2022	0000266514	SB2557 PropTax Admin Fee 21-22	SB2557 Prop Tax Admin	SC002	72151	67010100	40012	T12000	1,199.13 1,199.13
Account: 40111 – Supplemental Prop Taxes - CY										
01-07-2022	01-03-2022	0000258439	CY Supplemental 12/1/21-1/2/22	Supplemental Prop Taxes - CY	SC002	72151	67010100	40111	T12000	(211.18)
02-08-2022	02-01-2022	0000260753	CY Supplemental 1/3/22-1/31/22	Supplemental Prop Taxes - CY	SC002	72151	67010100	40111	T12000	(124.45)
03-09-2022	03-01-2022	0000262933	CY Supplemental 2/1/22-2/28/22	Supplemental Prop Taxes - CY	SC002	72151	67010100	40111	T12000	(148.98)
04-07-2022	04-01-2022	0000265624	CY Supplemental 3/1/22-3/31/22	Supplemental Prop Taxes - CY	SC002	72151	67010100	40111	T12000	(272.76) (757.37)
Account: 42291 – State Homeowners Prop Tax Relf										
02-08-2022	02-01-2022	0000260499	HOPTR SecUns P13 35% 21-22	State Homeowners Prop Tax Relf	SC002	72151	67010100	42291	T12000	(173.71)
02-08-2022	02-01-2022	0000260627	HOPTR SB813 P13 35% 21-22	State Homeowners Prop Tax Relf	SC002	72151	67010100	42291	T12000	(2.07) (175.78)
Account: 44002 – Interest on Pooled Cash										
01-13-2022	01-13-2022	IA00259187	2nd Qtr Interest Apportionment	2nd Qtr Interest Apportionment	SC002	72151	67010100	44002		(1.85)
04-13-2022	04-13-2022	IA00266441	3rd Qtr Interest Apportionment	3rd Qtr Interest Apportionment	SC002	72151	67010100	44002		(0.54) (2.39) (38,404.71)

Actual Transactions

Fiscal Date [1/1/2022, 2/1/2022, 3/1/2022, 4/1/2022] and Fund [72153] and Account [4*, 5*]

Run: 2022-04-15 04:25 PM

Posted Date	Journal Date	Journal ID	Journal Header Description	Journal Line Description	Business Unit	Fund	Department	Account	TCA	Amount
Fund: 72153 – Camp Meeker - Water Operations										
Account Type: 00004 – All Revenues										
Account: 40003 – Direct Charges - CY										
04-13-2022	04-13-2022	0000266409	CY Secured 12/14/21-4/12/22	Direct Charges - CY	SC002	72153	67010300	40003	T70300	(45,709.00)
										(45,709.00)
Account: 44002 – Interest on Pooled Cash										
01-13-2022	01-13-2022	IA00259187	2nd Qtr Interest Apportionment	2nd Qtr Interest Apportionment	SC002	72153	67010300	44002		(1.97)
										(1.97)
										(45,710.97)

General Ledger Balances

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Criteria: As Of = 4/30/2022 (83% of Year Elapsed); Fund = 71251, 71201, 71251, 71301, 71351, 71401, 71451, 71501, 71551, 71601, 71652, 71653, 71654, 71751, 71752, 71801, 71851, 71901, 71902, 71903, 71904, 71951, 72001, 72051, 72052, 72053, 72101, 72151, 72152, 72153, 72156, 72157, 72158, 72253, 72401, 72601, 72651, 72701, 72751, 72801, 72901, 76111, 76151, 76152, 76251, 76901, 76952, 77001, 77002, 77051, 81185, 81190, 81195, 81200, 81201, 81215, 81225, 81230, 81235, 81240, 81245, 81250, 81255, 81260, 81460, 81475, 81480, 81481, 81482, 82750, 82760, 82770, 82775, 82780, 82785, 82155; Accounting Period = 1..12,998; Ledger = ACTUALS; Group = Report,Fund9,Account2,Accounts

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Account	Title	Actual Beginning Balance	Year-To-Date Actual Debits	Year-To-Date Actual Credits	Actual Ending Balance
Fund Code 72153 -- Camp Meeker - Water Operations					
Account Type 00001 -- All Asset Accounts					
10100	Equity in Pooled Cash	3,505.23	268,250.05	226,044.31	45,710.97
10400	Unrealized Gains and Losses	(0.78)	0.00	0.00	(0.78)
Total All Asset Accounts		3,504.45	268,250.05	226,044.31	45,710.19
Account Type 00002 -- All Liability Accounts					
20100	Vouchers Payable	0.00	75,930.72	75,930.72	0.00
23300	Due to Other Governments	(3,505.23)	3,505.23	0.00	0.00
Total All Liability Accounts		(3,505.23)	79,435.95	75,930.72	0.00
Account Type 00003 -- Fund Balance and Net Position					
30500	FB - Unassigned	0.78	0.00	0.00	0.78
Total Fund Balance and Net Position		0.78	0.00	0.00	0.78
Account Type 999998 -- CHANGE IN FUND BALANCE					
999998	CHANGE IN FUND BALANCE	0.00	146,608.36	192,319.33	(45,710.97)
Total CHANGE IN FUND BALANCE		0.00	146,608.36	192,319.33	(45,710.97)
Total Camp Meeker - Water Operations		0.00	494,294.36	494,294.36	0.00

Actual Transactions

Fiscal Date [1/1/2022, 2/1/2022, 3/1/2022, 4/1/2022] and Fund [72153] and Account [4*, 5*]

Run: 2022-04-15 04:25 PM

Posted Date	Journal Date	Journal ID	Journal Header Description	Journal Line Description	Business Unit	Fund	Department	Account	TCA	Amount
Fund: 72153 – Camp Meeker - Water Operations										
Account Type: 00004 – All Revenues										
Account: 40003 – Direct Charges - CY										
04-13-2022	04-13-2022	0000266409	CY Secured 12/14/21-4/12/22	Direct Charges - CY	SC002	72153	67010300	40003	T70300	(45,709.00)
										(45,709.00)
Account: 44002 – Interest on Pooled Cash										
01-13-2022	01-13-2022	IA00259187	2nd Qtr Interest Apportionment	2nd Qtr Interest Apportionment	SC002	72153	67010300	44002		(1.97)
										(1.97)
										(45,710.97)

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

5/11/2022

RE: CAMP MEEKER PAST DUE ACCOUNTS

Account	Total due	over 30 days	Notes
68	\$ 207.97	\$ 83.85	Left message
89	\$ 216.08	\$ 108.02	Left message
107	\$ 236.64	\$ 114.12	Left message
113	\$ 299.18	\$ 196.02	Posted several notices
127	\$ 255.32	\$ 153.70	Left a message for tenant. Owner is going to call tenant
140	\$ 584.71	\$ 469.59	Never sent money order as promised. No phone number
149	\$ 472.50	\$ 374.04	Making small monthly payments.
157	\$ 196.20	\$ 98.20	Left several messages
158	\$ 205.00	\$ 102.66	Left several messages
161	\$ 988.86	\$ 887.06	Will bring a payment on Friday
174	\$ 235.80	\$ 126.98	Left message
184	\$ 487.46	\$ 368.29	Left message
224	\$ 152.32	\$ 54.32	Keep getting a busy signal
304	\$ 410.70	\$ 305.26	Says they will pay online but they never do. Left messages
367	\$ 215.06	\$ 107.38	No answer

PAST DUE LIST

CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
24	1	50.58	50.12	50.04		100.00 4/26/22	150.74
36	1	56.74	56.02	15.34		100.00 3/29/22	128.10
50	1	53.64	53.44	52.98		282.70 2/18/22	160.06
56	1	49.16	49.02	49.24		148.80 3/10/22	147.42
60	1	58.02	56.90	55.62		362.98 3/15/22	170.54
68	1	56.94	67.18	55.62	28.23	75.00 3/7/22	207.97
75	1	49.02	49.06	49.02		98.00 2/2/22	147.10
77	1	49.00	49.00	49.00		98.00 3/15/22	147.00
89	1	54.22	53.84	53.94	54.08	108.16 2/18/22	216.08
105	1	52.16	53.02	49.14		51.88 3/22/22	154.32
107	1	61.18	61.34	61.16	52.96	70.00 3/4/22	236.64
113	1	52.92	50.24	49.00	147.02	49.02 11/22/21	299.18
114	1	55.26	55.88	53.88		166.52 3/1/22	165.02
127	2	50.84	50.78	50.62	103.08	200.78 1/27/22	255.32
129	2	52.04	51.72	32.84		70.00 4/18/22	136.60
140	2	57.78	57.34	56.70	412.89	300.00 1/28/22	584.71
149	2	49.26	49.20	51.34	322.70	50.00 5/6/22	472.50
151	2	55.74	57.30	55.28		172.58 3/22/22	168.32
152	2	54.70	55.68	18.76		120.00 4/11/22	129.14
157	2	49.00	49.00	49.00	49.20	195.48 1/24/22	196.20
158	2	50.82	51.52	51.76	50.90	201.78 1/24/22	205.00
161	2	50.50	51.30	51.56	835.50	60.00 4/5/22	988.86
164	2	53.34	53.34	54.36		55.28 3/7/22	161.04
174	2	54.38	54.44	54.68	72.30	250.00 2/7/22	235.80
184	2	57.84	61.33	58.02	310.27	100.00 3/7/22	487.46
193	2	53.86	53.56	53.82		54.44 3/21/22	161.24
224	2	49.00	49.00	49.00	5.32	200.00 11/15/21	152.32
243	2	53.74	52.70	0.74		52.00 4/11/22	107.18
247	2	52.96	52.48	52.56		106.00 3/31/22	158.00
249	2	56.00	58.58	62.45		114.34 4/5/22	177.03
304	2	54.96	50.48	49.36	255.90	196.92 10/21/21	410.70
311	2	49.02	49.00	49.38		120.57 3/9/22	147.40
325	1	53.50	50.58	29.74		77.84 3/7/22	133.82
330	1	57.64	57.12	56.70		173.66 3/8/22	171.46
358	1	55.46	56.88	56.74		224.40 2/15/22	169.08
366	1	49.00	49.00	35.86		35.00 4/6/22	133.86
367	1	54.50	53.18	53.42	53.96	162.86 1/24/22	215.06
Total Receivables:		1,974.72		1,778.67			
Accounts Listed:			1,980.57		2,754.31		\$8,488.27

All Customers Age 2 Accounts
Russian River Utility

**CAMP MEEKER RECREATION AND PARK DISTRICT
WATER SALES 2022**

METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS	NOTES
Alliance Master Meter Union Park	363 369	JAN	1,241,090	447,740	793,350	681,320	63.92%	14.12%	
Alliance Master Meter Union Park	363 369	FEB	1,165,300	363,830	801,470	710,810	68.77%	11.31%	
Alliance Master Meter Union Park	363 369	MARCH	1,095,180	446,430	648,750	650,690	59.23%	29.00%	
Alliance Master Meter Union Park	363 369	APRIL	1,367,480	466,720	900,760	681,040	65.87%	24.39%	
Alliance Master Meter Union Park	363 369	MAY							
Alliance Master Meter Union Park	363 369	JUNE							
Alliance Master Meter Union Park	363 369	JULY							
Alliance Master Meter Union Park	363 369	AUG							
Alliance Master Meter Union Park	363 369	SEPT							
Alliance Master Meter Union Park	363 369	OCT							
Alliance Master Meter Union Park	363 369	NOV							
Alliance Master Meter Union Park	363 369	DEC							
	total 2022		4,869,050	1,724,720	3,144,330	2,723,860	64.58%	13.37%	

TOTAL PRODUCTION	LESS PUMPED OCSD	LESS CMRPD SALES	UNACCOUNTED WATER	YEARLY LOSS



DIRECT PAYMENT AGREEMENT

THIS DIRECT PAYMENT AGREEMENT (Agreement) is made and entered into effective as of the date signed below (the “Effective Date”), by and between

CAMP MEEKER RECREATION & PARK DISTRICT

(“the Water System”),

POST OFFICE BOX 461, CAMP MEEKER, CA 95419

(Entity Address)

and **HORNE LLP**, a Delaware limited liability partnership, having a place of business at 661 Sunnybrook Road, Suite 100, Ridgeland, MS 39157 (“HORNE”).

WHEREAS, the California Department of Community Services and Development (“CSD”) is authorized to administer the Low-Income Household Water Assistance Program (“LIHWAP” or “Program”) to provide financial assistance to help low-income Californians manage their residential water utility costs;

WHEREAS, CSD has contracted with HORNE to disburse direct payments to water systems to apply a LIHWAP credit to households identified as eligible for LIHWAP assistance by CSD or its Local Service Providers (LSPs);

WHEREAS, CSD has authorized HORNE to enter into this Agreement with Water System; and

WHEREAS, the Water System desires to enroll in LIHWAP and participate in the direct payment service established by the Direct Payment Program.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the Water System agrees to receive direct payments from HORNE for the benefit of California residents who qualify for LIHWAP and agrees to abide by all terms and conditions below:

Direct Payment Program General Terms and Conditions

- 1.1 To participate in the Direct Payment Program, a Water System must be defined as a "Community Water System" or "Community Water System Billing Entity", "Wastewater Treatment Provider" or "Wastewater Billing Entity" (collectively referred to as a "Water System" in this Agreement).
- 1.2 A "Community Water System" means a public water system with at least 15 service connections used by yearlong residents or regularly services at least 25 yearlong residents.
- 1.3 A "Community Water System Billing Entity" means a third-party entity that is the designated billing entity for a community water system.
- 1.4 A "Wastewater Treatment Provider" means a city, county, special district, or joint powers authority that provides wastewater collection, treatment, or disposal service through a publicly owned treatment works.
- 1.5 A "Wastewater Billing Entity" means a local government entity (city, county, or special district) that is the designated billing entity for a wastewater treatment provider.
- 1.6 The Water System enrolled in the Direct Payment Program must be the responsible entity for applying the LIHWAP credit to customer accounts.
- 1.7 Qualified low-income residential customers will be identified by CSD and its LSP partners. CSD will provide HORNE with a direct pay file that contains customer account information as well as the amount for the direct payment to the Water System for each customer. Commercial customers are not eligible for the program.
- 1.8 HORNE will provide the Water System a direct pay file that contains customer account information and the LIHWAP benefit amount for the purpose of crediting the accounts of qualified low-income residential customers of the Water System who have been identified as eligible for water assistance payments under LIHWAP by CSD or its LSPs.
- 1.9 HORNE will establish a secure method to provide the direct pay file and

customer information to the Water System and a secure method to receive the Direct Payment Summary from the Water System as described in 2.11.

- 1.10 The Water System is encouraged to offer a payment plan or other forms of assistance to customers who have a remaining balance after the LIHWAP benefit is applied to support the continuation of services or the restoration of services for accounts where services are terminated due to nonpayment.

Obligations of the Water System

- 2.1 Water System shall provide water and/or wastewater services to each eligible and approved residential household for which payment is provided under LIHWAP.
- 2.2 Water System shall charge LIHWAP residential households using the Water System's normal billing process, the difference between the actual amount due and the amount of the payment made by the LIHWAP payment.
- 2.3 Water System shall restore water services on a timely basis or remove disconnection status upon payment, if applicable, and shall confirm this action to HORNE by submission of the Direct Payment Summary report as specified in provision 2.11.
- 2.4 Water System shall charge all LIHWAP eligible residential households the same rates charged for home drinking water and/or wastewater services billed to other similarly situated residential households that are non-eligible, as determined by the approved rate setting process.
- 2.5 Water System shall not apply LIHWAP payments to account balances that have previously been written off or paid off with other customer assistance program funds. The Water System shall return issued LIHWAP payments to HORNE within 30 calendar days of receipt for accounts where the owed balance has been paid off with other customer assistance program funds or discharged (written off) in its entirety by the Water System along with the Direct Payment Summary specified in 2.11.

- 2.6 Water System shall apply the LIHWAP benefit to closed accounts to cover the pending balance and shall return any remaining amount of the LIHWAP payment to HORNE within 30 calendar days of receipt along with the Direct Payment Reconciliation Summary specified in 2.11.
- 2.7 Water Systems shall adhere to existing credit return policies when returning funds to a customer that received a LIHWAP benefit, and the account is later closed and there is a remaining LIHWAP credit balance on the account.
- 2.8 Water systems that include other services on the customer's bill shall only apply LIHWAP payments towards the water, wastewater, and/or storm water amount owed including any applicable late fees, reconnection fees, taxes, and other charges.
- 2.9 Water System shall not discriminate against a LIHWAP eligible household with respect to terms, deferred payment plans, credit, conditions of sale, or discounts offered to other customers.
- 2.10 Water System shall post all payments to customer accounts within 5 business days from receipt of payment.
- 2.11 Water System shall submit to HORNE a Direct Payment Summary (in a format provided by HORNE) that reconciles the associated direct pay file and return payments that could not be credited to customer accounts within 30 calendar days of receipt of payment. The Direct Payment Summary must contain information on the date the credit was posted, direct pay file date; the total number of customer accounts that the Water System was successful in fully crediting; and the total number of customer accounts that the Water System was not successful in crediting. For those customer accounts that were not credited, the Water System shall reflect in the Direct Payment Summary the customer accounts that were not credited to include customer account information (customer name, account number, account address, benefit amount), and reason why the LIHWAP benefit was unable to be applied to the customer's account. The Water System shall use customer and account information

contained in the direct pay file to complete the reporting and identification of customer accounts that were not credited.

- 2.12 Water System shall clearly enter, on the LIHWAP recipient's bill, the amount of LIHWAP payment(s) received and identify the payment was received from LIHWAP. The credit should appear on the first billing statement after the credit has been posted. If posting on the LIHWAP recipient's bill is not feasible, the Water System shall send customers a notification of the LIHWAP payment via phone call, letter, text, or email communication as soon as practicable.
- 2.13 Water System shall cooperate with any Federal or State investigation, audit, or program review related to the administration of LIHWAP to ensure funds are accurately applied to customer accounts in compliance with this Agreement, including allowing CSD and its designated representatives access to all books and records related to the receipt and posting of LIHWAP benefits under review.
- 2.14 Water System is informed that failure to cooperate with any Federal or State investigation, audit, or program review may result in the immediate suspension or disqualification from participation in LIHWAP.
- 2.15 Water System shall take corrective action in the time frame specified by the CSD if violations of this Agreement are discovered. Corrective action may include, but is not limited to, providing detailed documentation of changes made and detailed plans for future changes that will bring the Water System into compliance.
- 2.16 Water System is informed that failure to implement corrective actions may result in the immediate suspension or disqualification from participation in LIHWAP.
- 2.17 Water System shall comply with all federal and California privacy laws, and shall take all necessary steps to protect the confidentiality of the information provided by HORNE to the Water System. Water System agrees to provide required security to ensure the confidential, physical security and safekeeping of all data, information files, and documents ("customer information") pertaining to the recipients of LIHWAP utility assistance payments, while such customer information is in its possession. Water System will, in accordance with applicable

law and the terms of this Agreement, protect from unauthorized use and disclosure all sensitive data, documentation, or other customer information provided to Water System by HORNE, CSD, or CSD's LSPs for purposes of this Agreement.

Term

- 3.1 The term of this Agreement shall be the effective date of this contract through October 31, 2023.

Project Coordinator

- 4.1 The Project Coordinator is designated to manage all HORNE inquiries regarding direct payments, issues with the direct payment process, mishandled or incorrect payments, clarification and updates of reports, and fraud and abuse. The Project Coordinator during the term of this Agreement is listed below. The Water System may designate a different Project Coordinator by notifying HORNE in writing.

Water System's Project Coordinator

Name and Title: STEPHANIE VOET

Company Name: RUSSIAN RIVER UTILITY

Address: POST OFFICE BOX 730

City, State, and ZIP Code: FORESTVILLE, CA 95436-0730

Email: RRUWATER@SONIC.NET

Phone: (707-887-7735)

Additional Provisions

- 5.1 Amendment. All amendments to this Agreement shall be in writing, signed by HORNE and Water System.
- 5.2 Assignment. Neither this Agreement nor any of the rights, interests, or obligations under this Agreement shall be assigned by any party without the prior written consent of the other parties.
- 5.3 Merger/Entire Agreement. This Agreement (including the attachments, documents and instruments referred to in this Agreement) constitutes the entire agreement and understanding of the parties with respect to the subject matter of this Agreement and supersedes all prior understandings and agreements, whether written or oral, among the parties with respect to such subject matter.
- 5.4 Nonwaiver. The waiver by either party of any breach of any term, covenant, or condition contained in this Agreement, or any default in the performance of any obligations under this Agreement, shall not be deemed to be a waiver of any other breach or default of the same or any other term, covenant, condition, or obligation; nor shall any waiver of any incident of breach or default constitute a continuing waiver of the same. All waivers shall be in writing.
- 5.5 Severability. If any provision of this Agreement is found invalid or unenforceable in any respect for any reason, the validity and enforceability of any such provision in any other respect and of the remaining provisions of this Agreement will not be in any way impaired and shall remain in full force and effect.
- 5.6 Venue. In the event that suit shall be brought by either party to this Agreement, the parties agree that venue shall be exclusively vested in the State Courts of the County of Sacramento, or where otherwise appropriate, exclusively in the United States District Court for the Eastern District of California in Sacramento, California.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement, or caused it to be signed by their duly authorized representatives "below".

HORNE LLP

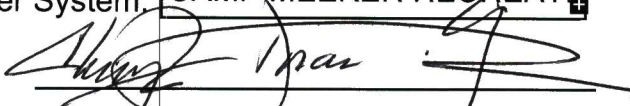
By: _____

Name: Loden Snell

Title: Deputy Project Manager

Date: _____

Water System: CAMP MEEKER RECREATION

By:  _____

Name: CHERYL DORAN-GIRARD

Title: ADMINISTRATOR

Date: 5/12/2022

RESOLUTION 2022-005
OF THE
BOARD OF DIRECTORS OF THE
CAMP MEEKER RECREATION AND PARK DISTRICT
ADOPTING POLICY FOR USE OF WATER USDA DEBT FUNDS

WHEREAS, the Camp Meeker Recreation and Park District is authorized to own and operate a public water system under Government Code 5786.7(b); and,

WHEREAS, in 1996 the Board received USDA grant and loan funding for the building of the system's pipeline; and,

WHEREAS, the District, through conservative fiscal planning, has established and maintains a debt fund sufficient to meet the District's annual loan payment obligations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors limit the use of these funds to repayment of the District's loan obligations for the water system;

BE IT FURTHER RESOLVED, that sufficient funds shall be maintained in the District's Debt Fund to meet the District's water loan obligations;

THE FOREGOING RESOLUTION was introduced by Director _____, who moved its adoption, and seconded by Director _____, and adopted on May 17, 2022 on roll call by the following vote:

Director Helfrich _____	Director Larson _____
Director McDaniel _____	Director Tominia _____
Director Watson _____	

The foregoing resolution is duly adopted; and SO ORDERED.

Anthony Tominia, President

Date _____