

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

Tuesday, January 21, 2014, 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.

VII. CONSENT ITEMS (10 minutes)

- A. Approval of minutes
- B. Payment of claims
- C. Journal Entry Approval—Direct Charge Allocation
- D. Administrative and Financial Report

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

- A. Report on operations for the current month

IX. ACTION ITEMS

A. SONOMA COUNTY NEW FINANCIAL SYSTEM COSTS UPDATE (Staff, 10 minutes)

DESCRIPTION: The County of Sonoma is instituting a new web-based accounting system (Enterprise Financial System or “EFS”) to replace the current FAMIS server-based system effective with the July 1, 2014 fiscal year. The District has been advised that it will be required to pay a portion of the 10-year amortization costs (\$3,802) for Phase 1 of the system in addition to what the District currently pays under the County’s cost plan (\$8,040 in fiscal 2012-2013). This is an estimated total of \$11,842.00 for the 2014-2015 fiscal year and going forward for the next ten years. The \$3,802.00 covers only Phase 1 of the EFS system; and, there will be an additional Phase 2 increase of approximately the same amount in the 2015-2016 fiscal year. The amortization charges going forward from 2015-2016 will amount to an estimated \$7,600.00 in addition to whatever the County determines the ongoing costs to be. The total County costs in 2015-2016 and going forward could be in excess of \$15,000. The Board will discuss these costs and progress of research relative to other accounting options.

PROPOSED ACTION: The Board may/may not choose a date for a study session to review all options available and tasks to be completed.

B. OCCIDENTAL COMMUNITY SERVICES PROMISSORY NOTE UPDATE (Staff, 5 minutes)

DESCRIPTION: In the course of the preparations for the District's annual audit, it became apparent that the promissory note in the amount of \$125,000.00 (secured by APN 073-200-046, 15200 Bittner Road, Occidental) approved by Camp Meeker Board Resolution 2005-003A on May 14, 2005, drafted by District Counsel Manwell and transmitted to Russian River Utility on November 29, 2008 for signature by the Occidental Community Services Board may never have been signed. According to draft documents, the terms of the note require annual payments of \$6,672.50 commencing one-year after completion of OCSD's project completion with the entire balance payable in three years from the date of completion. According to Hal Wood, the OCSD project was completed in 2005; therefore, the remaining balance due at 6/30/2013 of \$115,448.78 has been due in full since at least 2009. Occidental Community Services District has been billed and has paid annual payments. The Board will discuss recent communication between staff and Ray Lunardi, OCSD Board President.

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

C. US BANK FRAUD ISSUE UPDATE (Cathie Anderson/Staff, 5 minutes)

DESCRIPTION: In March 2013, the District established a checking account with US Bank to accommodate the transmittal of funds received by PayPal for Anderson Hall rentals and deposits and subsequent deposit to the County of Sonoma. The account has had a balance of \$294.00 since April 30, 2013. The District began receiving overdraft notifications shortly after Thanksgiving for purchases in Orange County, California totaling \$698.96 were made by a Visa check card associated with the checking account that was never received by the District. The District's Treasurer has contacted the Prevention Division of US Bank and completed appropriate documents to resolve the issue. To date US Bank has not sent written confirmation of the fraud to the District; however, the card has been cancelled and is no longer associated with the District's bank account. The Board will be provided an update.

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

D. PARKING LOT STRIPING (Anthony Tominia, 5 minutes)

DESCRIPTION: Director Tominia will provide a striping plan for the parking lot for parking spaces and fire lines and discuss cost estimates for the services, if any.

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

XI. DIRECTORS' REPORTS

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

PROPOSED ACTION: No action or discussion to take place.

XII. ADJOURNMENT

HOW TO GET AN ITEM ON THE AGENDA

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

Regular meetings are held the 3rd Tuesday of each month. The District must receive submissions no later than ten (10) calendar days before the meeting.

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

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

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

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

Tuesday, December 17, 2013, 7:00 pm
DISTRICT OFFICE (Next to the Fire Station)
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order by President Watson at 7:08 p.m.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

A motion was made by Cathie Anderson, and seconded by Jeff Rusch to approve the agenda as written.

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.

VII. CONSENT ITEMS

A. Approval of minutes

As there were no corrections to the minutes of November 19, 2013 a motion was made by Gary Helfrich and seconded by Cathie Anderson to approve the minutes of the November 19, 2013 Board meeting as written.

The motion was approved.

Ayes: 3 Noes: 0 Abstain: 1 Absent: 1

B. Payment of claims

Ms. Doran-Girard presented warrant requests for payment. Cathie Anderson inquired as to why new swings have been purchased when the equipment seats were not damaged or in need or repair. Director Rusch informed the Board that people like the flexible seats better. After discussion, a motion was made by Gary Helfrich, and seconded by Cathie Anderson to approve the following warrants requests:

G2013-2014-006 (R&P-December)	\$ 3,837.96
W2013-2014-006 (Water-December)	\$12,096.90

The motion was approved.

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

C. Journal Entry Approval

No journal entries were presented for approval.

D. Administrative and Financial Report

Ms. Doran-Girard advised the Board that the audit for fiscal 2012-2013 still in process and a draft should be available soon. She reported that Bank of the West has responded to letters regarding the water account and advised that arrangements will be made by the Bank to

accommodate signature gathering. Additionally State Compensation has issued the policy endorsement for volunteers as well as sent a dividend in the amount of \$63.00. Additional correspondence reviewed.

VIII. REPORT OF THE WATER SYSTEM OPERATOR

- A. Mr. Dunton was not present this month; however, advised by telephone that operations for the current month are running smoothly.

IX. OATH OF OFFICE

DESCRIPTION: President Watson administered the oath of office to Director Rusch for his four-year term that commenced December 6, 2013.

X. ACTION ITEMS

- A. UPDATE: RESOLUTION/RESTORATION OF UNITED STATES POSTAL SERVICES TO CAMP MEEKER AND RE-OPENING OF THE "TRAILER" USED AS THE CAMP MEEKER POST OFFICE

DESCRIPTION: The Board discussed the ceremonies for re-opening of the Camp Meeker Post Office and other related issues including a recent donation.

ACTION: No further action was taken.

- B. PARKING LOT STRIPING

DESCRIPTION: Director Tominia will provide a striping plan for the parking lot for parking spaces and fire lines and discuss cost estimates for the services, if any.

ACTION: In the absence of Director Tominia, the Board agreed that this item will be addressed at the January 21, 2014 meeting.

- C. LIEN APN 075-141-003, GEORGE WENZLAFF FOR WATER SERVICES AT 87 CALIFORNIA STREET, CAMP MEEKER

DESCRIPTION: The Board reviewed and discussed authorization of a lien against APN 075-141-003 owned by George Wenzlaff for water services provided in the amount of \$3,486.86 at 87 California Street, Camp Meeker.

ACTION: A motion was made by Gary Helfrich, and seconded by Cathie Anderson that the Board send a letter requesting verification that the leak has been repaired and further that the payment for present and past balances exceed current usage so that the past due amount can be reduced. The Board did not authorize filing of lien against property at 87 California Street, Camp Meeker, APN 075-141-003.

The motion was approved.

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

D. SONOMA COUNTY NEW FINANCIAL SYSTEM COSTS

DESCRIPTION: The County of Sonoma is instituting a new web-based accounting system (Enterprise Financial System or “EFS”) to replace the current FAMIS server-based system effective with the July 1, 2014 fiscal year. The District has been advised that it will be required to pay a portion of the 10-year amortization costs (\$3,802) for Phase 1 of the system in addition to what the District currently pays under the County’s cost plan (\$8,040 in fiscal 2012-2013). This is an estimated total of \$11,842.00 for the 2014-2015 fiscal year and going forward for the next ten years. The \$3,802.00 covers only Phase 1 of the EFS system; and, there will be an additional Phase 2 increase of approximately the same amount in the 2015-2016 fiscal year. The amortization charges going forward from 2015-2016 will amount to an estimated \$7,600.00 in addition to whatever the County determines the ongoing costs to be. The total County costs in 2015-2016 and going forward could be in excess of \$15,000. The Board discussed these costs and their future impact given the District’s future funding projections.

ACTION: A motion was made by Gary Helfrich and seconded by Cathie Anderson that the Board establish a temporary sub-committee to gather information regarding its options including leaving the County system, present preliminary information in January 2014, conduct a comprehensive study session to review appropriate procedures and set the decision to be made at the March meeting.

The motion was approved.

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

E. OCCIDENTAL COMMUNITY SERVICES PROMISSORY NOTE

DESCRIPTION: In the course of the preparations for the District’s annual audit, it became apparent that the promissory note in the amount of \$125,000.00 (secured by APN 073-200-046, 15200 Bittner Road, Occidental) approved by Camp Meeker Board Resolution 2005-003A on May 14, 2005, drafted by District Counsel Manwell and transmitted to Russian River Utility on November 29, 2008 for signature by the Occidental Community Services Board may never have been signed. According to draft documents, the terms of the note require annual payments of \$6,672.50 commencing one-year after completion of OCSD’s project completion with the entire balance payable in three years from the date of completion. According to Hal Wood, the OCSD project was completed in 2005; therefore, the remaining balance due at 6/30/2013 of \$115,448.78 has been due in full since at least 2009. Occidental Community Services District has been billed and has paid annual payments. The Board discussed the note and related issues.

ACTION: The Board directed Staff to contact OCSD President, Ray Lunardi to discuss the note and arrange appropriate procedures for securing the note.

E. US BANK FRAUD ISSUE

DESCRIPTION: In March 2013, the District established a checking account with US Bank to accommodate the transmittal of funds received by PayPal for Anderson Hall rentals and deposits and subsequent deposit to the County of Sonoma. The account has had a balance of \$294.00 since April 30, 2013. The District began receiving overdraft notifications shortly after Thanksgiving for purchases in Orange County, California totaling \$698.96 were made by a Visa check card associated with the checking account that was never received by the District. The District’s Treasurer has contacted the Prevention Division of US Bank and completed appropriate documents to resolve the issue. To date US Bank has not sent written confirmation

of the fraud to the District. That card has been cancelled and is no longer associated with the District's bank account; however, a new card has been issued and received.

ACTION: The Board agreed that that is no need for a debit visa card for this bank account and as they are automatically sent Staff is directed to shred these cards upon receipt.

G. UPDATE: PLAYGROUND RENOVATION

DESCRIPTION: Director Rusch informed the Board that the playground project is currently on hiatus and reviewed the beach area playground restoration plans, fundraising and related matters including naming of the playground. Cathie Anderson informed the Board that she would like the sign to be professionally painted as well has the stairs repaired.

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

XI. DIRECTORS' REPORTS

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

PROPOSED ACTION: No action or discussion to take place.

Director Rusch informed the Board that he wants the Communication issue on the agenda for January as he feels the procedures need to be changed and that website content discussed as well.

Director Helfrich requested that District Counsel Manwell be present to advise the legal aspects of communication, web information and related issues.

XII. ADJOURNMENT

A motion was made by Cathie Anderson, and seconded by Gary Helfrich that the December 2013 meeting of the Camp Meeker Board of Directors be adjourned.

The motion was approved.

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

The meeting adjourned at 8:22 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2013-12-17finalmins-cdg1

**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS
FROM: CHERYL DORAN GIRARD
SUBJECT: JANUARY 21, 2014 WARRANTS AND FINANCIAL INFORMATION
DATE: JANUARY 17, 2013

Financial Statements and Warrant Detail are in the board packet following this memorandum. Financial data is based on reviewed updated 12/31/2013 FAMIS data and revenue/expenses to January 17, 2014.

G2013/2014-007	R&P (January 2014)	4,736.89
W2013/2014-007	Water (January 2014)	9,920.09

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

Financial statements contain data through January 17, 2014. 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, water funds allocation and finally the financial statements are placed behind the individual warrant details.

Russian River Utility has forwarded the bank statement. The transfer checks are prepared for signature at the meeting. The allocation of funds has been updated in Monthly Cash Balances sheet of your financials. Transfer amounts are determined by actual debt requirements and other factors are noted on the allocation sheet.

Audit tasks for 6/30/2013 continue to be in process. The draft of the audited financial statements is not yet available because Larry has yet to receive information needed from our former auditor, Mike Celentano. A letter has been transmitted under Board signature requesting this information with a follow-up phone call from Cathie Anderson to move the process forward. I am concerned that this will remain open and tax season on Larry's part will hinder completion.

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



Camp Meeker Recreation & Park DistrictWarrant # [G2013/2014-007](#)

Vendor #	Vendor	SubObj	Amount	Explanation
456480	Doran-Girard, Cheryl	6400	63.58	Supplies-1099s etc
456480	Doran-Girard, Cheryl	6573	911.25	Consulting-Dec/Jan
456480	Doran-Girard, Cheryl	6630	472.50	Consulting-Dec/Jan
456480	Doran-Girard, Cheryl	6631	507.50	Consulting-Dec/Jan
456480	Doran-Girard, Cheryl	6610	100.00	Consulting-Dec/Jan
456020	Camp Meeker Water	8511	241.62	Water
456181	AT&T	6040	181.78	Telephone
456010	PGE	7320	117.37	Electric Services
456171	Perry, Johnson, Anderson, Miller	6610	1,962.50	Legal Services
456078	Fedex Office	6430	48.79	Photocopy
456152	Watson, Lynn	6400	20.00	Notary Fee-PO Lease
456152	Watson, Lynn	5913	30.00	Dir Fee
456112	Anderson, Cathie	5913	30.00	Dir Fee
456115	US Bank	6040	50.00	Pay Phone

4,736.89

Camp Meeker Recreation & Park District**Warrant # W2013/2014-007**

Vendor #	Vendor	SubObj	Amount	Explanation
456167	Russian River Utility	6540	7,726.40	Contract
456167	Russian River Utility	7320	44.24	Electricity
456480	Doran-Girard, Cheryl	6573	911.25	Consulting
456480	Doran-Girard, Cheryl	6630	202.50	Consulting
456480	Doran-Girard, Cheryl	6631	507.50	Consulting
456480	Doran-Girard, Cheryl	6610	100.00	Legal
456480	Doran-Girard, Cheryl	6410	6.90	Postage
456171	Perry, Johnson	6610	372.50	Legal
456078	Fedex Office	6430	48.80	Photocopies

9,920.09

Allocation of Water Receipts Fiscal Year 7/1/2013 - 6/30/2014

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Camp Meeker Recreation & Park--Operations					
BUDGETED FINANCIAL STATEMENT					
				1/21/14	
Income		FINAL	AMOUNT	BALANCE	%
		BUDGET			
1000	Property Tax CY Secured	49,000	24,964	24,036	50.95%
1001	Fiat Charges--Current Year	-	-	-	
1007	Fiat Charges-CY Secured	-	-	-	
1010	CY Miscellaneous	-	-	-	
1011	SB 2557 Prop Tax Admin	-	-	-	
1012	Property Tax Shift Adj	-	-	-	
1013	Prop 1A Suspension	-	-	-	
1020	Property Tax CY Supp	-	-	-	
1040	Property Tax CY Unsecured	-	1,540	(1,540)	
1042	Cost Reim-Col Del Cy UNS	-	(34)	34	
1060	Prop Tax-PY Secured	-	-	-	
1061	Fiat Charges-Prior Year	-	-	-	
1080	Prop Tax-Py Supp	-	-	-	
1100	Property Taxes--PY Unsecured	-	-	-	
1700	Interest--Pooled Cash	150	50	100	
1801	Rent-Real Estate	7,000	3,007	3,993	42.96%
2080	St-Other In Lieu	-	-	-	
2440	ST- Hopter	500	-	500	0.00%
2580	ST-Grant	-	-	-	
3660	Charges For Services	-	-	-	
3980	Revue Applic To Prior Yr	-	125	(125)	
4020	Historical-Sales	50	-	50	
4040	Miscellaneous Revenues	-	63	(63)	
4102	Reimburse/Donations	15,000	5,000	10,000	
4109	Outdated/Cancelled Warrants	-	160	(160)	
4113	Returned Checks	-	-	-	
4620	Fund Tfr	22,500	-	22,500	
	Total Revenues	94,200	34,875	59,324.58	37.02%
Personnel Expenditures		BUDGET	AMOUNT	BALANCE	%
5911	Extra Help	-	-	-	
5913	Boards/Commissions-LOC Bds	720	420	300	58.33%
5922	FICA-Retirement	-	-	-	
5924	Medicare	-	-	-	
5935	Unemployment Insurance	-	-	-	
5940	Workers Compensation Ins.	378	378	-	100.00%
	Total Salaries/Benefits	1,098	798	300	72.68%

BUDGETED FINANCIAL STATEMENT

Page 14 of 34

Camp Meeker Recreation & Park--Water Operations					1/21/14
BUDGETED FINANCIAL STATEMENT					
Income		BUDGET	AMOUNT	BALANCE	%
1001	Flat Charges	122,000	68,710	(53,290)	56.32%
1007	Flat Charges-CY Secured -July	-	-	-	
1061	Flat Charges-Prior Year	-	3,675	3,675	
1700	Interest--Pooled Cash	-	(3)	(3)	
1460	Water Permit Fees	-	-	-	
2900	OCSD Note Payment	-	-	-	
4031	Sale-Water	-	-	-	
4032	Sale-Water Residential	160,000	70,779	(79,771)	44.24%
4101	Insurance Rebate	-	-	-	
4106	Refunds	(755.00)	755	1,510	
4109	Outdate/Cancel Warrants	-	-	-	
4620	Transfer W/In Fund	30,000	-	(30,000)	
	Total Revenues	311,245	143,916	(157,879)	46.24%
Operating Expenditures		BUDGET	AMOUNT	BALANCE	%
5940	Worker Compensation	300	252	(6)	84.00%
6040	Communications	2,265	335	(1,930)	
6100	Insurance	4,900	-	(4,900)	
6150	Maintenance-Hydrants	-	-	-	
6166	Bridge Repair	-	-	-	
6280	Memberships	123	-	(123)	0.00%
6300	Miscellaneous Expense	1,500	2,383	883	158.85%
6400	Office Expense	500	105	(395)	20.93%
6410	Postage Expense	385	18	(367)	4.75%
6430	Printing Services	757	206	(551)	27.25%
6461	Supplies/Expenses	-	-	-	
6463	Resource Materials	-	-	-	
6500	Professional Services	-	-	-	
6521	County Services	4,824	-	(1,676)	0.00%
6540	Contract Services	97,000	51,259	(45,741)	52.84%
6580	Conventions & Meetings	-	-	-	
6573	Administrative Services	17,000	5,792	(11,208)	
6587	LAFCO Operating	418	-	(177)	0.00%
6610	Legal Services	10,000	2,894	(6,233)	28.94%
6630	Audit/Accounting Services	8,500	5,046	(3,454)	59.36%
6631	Bookkeeping Services	15,750	6,079	(9,671)	38.60%
6637	Prop Tax Administration	975	-	(975)	0.00%
6800	Public Legal Notices	400	315	(85)	78.75%
7005	Election Expense	-	-	-	
7320	Utilities	3,500	2,718	(782)	77.65%
7335	Storm Damage				
	Total Services/Supplies	169,097	77,402	(87,385)	45.77%
Fixed Assets:		BUDGET	AMOUNT	BALANCE	%
8452	Damages	-	-	-	
8500	Land	-	-	-	
8511	Remodel/Rehab	-	-	-	
8515	Engineering Services	-	-	-	
8521	Repairs/Maintenance	-	-	-	
8560	Equipment	5,000	-	(5,000)	
8620	Transfers W/I A Fund	122,000	-	(122,000)	0.00%
		-	-	-	
		-		-	
	Total Fixed Assets	127,000	-	127,000	0.00%
9000	Appropriation For Contingency	-	-	-	
	Total Budget	296,097	77,402	39,615	26.14%

DEPT: CAMP MEEKER RECREATION & PARK DISTRICT COUNTY OF SONOMA
 CONTACT: CHERYL DORAN GIRARD AUDITOR-CONTROLLER'S OFFICE
 PHONE NO: 707-545-2108 JOURNAL VOUCHER
 FY: 2013-2014

DOCUMENT NO: _____
 BATCH DATE/NO: _____
 CODED BY: _____

LINE SUFF	TC	DOCUMENT REFERENCE	INDEX	SUB- OBJECT	VENDOR NUMBER	AMOUNT	TREAS NO.	SUBSIDIARY NUMBER	DESCRIPTION ADDITIONAL SPACE ON BACK
A	237		750505	8620		72,385.05	DR		ALLO DIR CHG REC'D
B	137		750521	4620		60,079.59	CR		ALLO DIR CHG REC'D
C	137		750562	4620		12,305.46	CR		ALLO DIR CHG REC'D
D									
E									
F									
G									
H									
I									
J									
	511					144,770.10			

CC: CAMP MEEKER RECREATION &

PREPARED BY: CHERYL DORAN GIRARD DATE: 1/21/14
 APPROVED BY: _____ DATE: 1/21/14 BILLING AUTH NO: _____
 ATTN: Cathie Anderson

[illegible]

FAMR255A
NO: 411
FAMIS UPDATE NO : 3852

COUNTY OF SONOMA - FAMIS
Y-T-D REVENUES BY SECTION
DETAIL BY SUB OBJECT
FISCAL PERIOD 06 2014 DEC 2013

RUN DATE : 01/01/2014
RUN TIME : 1:32 AM
PAGE NUMBER : 68

DEPARTMENT	: 70	SPEC DIST LOC BOARDS							
DIVISION	: 50	CAMP MEEKER RECREATION							
SECTION	: 50	CAMP MEEKER WATER - OPERATIONS							
FUND	: 70	GENERAL FUND - DIST LOC							
SUBFUND	: 060	CAMP MEEKER REC & PK							
PROJECT	: 500	CAMP MEEKER WATER-OPERATIONS							
SUBOBJECT			CURR MONTH	CURR YEAR	CURR YEAR	CURR YEAR			% BUDGET
1001		CY DIRECT CHARGES	REVENUES	BUDGET	REVENUES	BALANCE			REALIZED
1061		PY DIRECT CHARGES	68,710.08	122,000.00	68,710.08	-53,289.92			56.00
			3,674.97		3,674.97	3,674.97			
CHARACTER									
10		TAXES	72,385.05	122,000.00	72,385.05	-49,614.95			59.00
1700		INTEREST ON POOLED CASH			-3.32	-3.32			
CHARACTER									
17		USE OF MONEY/PROPERTY			-3.32	-3.32			
4032		SALE-WATER RESIDENTIAL	11,300.00	160,000.00	61,979.30	-98,020.70			39.00
4106		REFUNDS		-755.00		755.00			
CHARACTER									
40		MISCELLANEOUS REVENUES	11,300.00	159,245.00	61,979.30	-97,265.70			39.00
4620		UNCLM-OT-WITHIN A FUND		30,000.00		-30,000.00			
CHARACTER									
46		OTHER FINANCING SOURCES		30,000.00		-30,000.00			
PROJECT									
500		CAMP MEEKER WATER-OPERATIONS	83,685.05	311,245.00	134,361.03	-176,883.97			43.00
SUBFUND									
060		CAMP MEEKER REC & PK	83,685.05	311,245.00	134,361.03	-176,883.97			43.00
FUND									
70		GENERAL FUND - DIST LOC	83,685.05	311,245.00	134,361.03	-176,883.97			43.00
SECTION									
50		CAMP MEEKER WATER - OPERATIONS	83,685.05	311,245.00	134,361.03	-176,883.97			43.00

January 15, 2014

RE: CAMP MEEKER PAST DUE ACCOUNTS

- **Accounts 1, 4, 8, 15, 22, 24, 30, 32, 52, 54, 72, 74, 83, 90, 94, 103, 117, 129, 133, 134, 140, 145, 150, 161, 164, 165, 174, 178, 180, 185, 186, 190, 207, 218, 220, 221, 224, 226, 227, 252, 276, 278, 293, 296, 304, 311, 322, 323, 332, 334, 339, 342 and 349:** Past due notices will be sent on January 23 and lock off will be scheduled for February 4, 2014.

Lock offs that were scheduled for January 7 have been extended due to the holidays and short staffing.

- **Accounts 16, 19, 25, 26, 41, 47, 48, 49, 50, 59, 60, 69, 79, 91, 107, 119, 130, 152, 179, 202, 204, 208, 219, 243, 264, 279, 286, 307, 310, 317, 320, 329, 338 and 358:** Payments have been deposited as of 1/10 and 1/15.
- **Account 127:** Please inform Russian River Utility of any updates/information pertaining to this account.
- **Account 295:** This account was locked off on September 11, 2013. **Please advise if this account should be considered for a lien.**

CAMP MEEKER RECREATION AND PARK DISTRICT							
PAST DUE REPORT				14-Jan			
ACCT #	CURRENT	1 - 30.	31 - 60	61+	LAST PAYMENT		TOTAL
1	40.24	42.59	11.45		229.07	12/3/13	94.28
3	46.18	2.40			47.98	1/7/14	48.58
4	83.88	107.91	103.69		220.00	12/18/13	295.48
8	73.48	33.74			68.58	12/17/13	107.22
9	40.04	2.02			40.32	1/2/14	42.06
12	46.74	3.02			60.43	1/3/14	49.76
15	43.22	48.38	49.21	2.32	46.32	11/1/13	143.13
16	40.00	11.64			45.00	10/18/13	51.64
18	40.12	2.11			42.15	1/7/14	42.23
19	48.60	69.36			110.00	1/2/14	117.96
22	44.02	36.47			175.59	11/26/13	80.49
24	41.32	44.92	42.00		137.52	11/5/13	128.24
25	40.02	40.11	2.10		42.09	11/26/13	82.23
26	40.46	42.42	2.12		42.42	11/26/13	85.00
27	40.00	1.55			40.00	12/20/13	41.55
28	46.14	4.95			45.00	12/17/13	51.09
30	41.86	49.25	2.28		45.51	11/26/13	93.39
32	44.44	47.04			44.30	11/15/13	91.48
36	43.00	2.20			43.92	1/7/14	45.20
37	45.04	2.42			48.42	1/7/14	47.46
38	45.60	2.46			49.26	1/2/14	48.06
41	49.70	55.32	2.93		58.67	12/6/13	107.95
42	45.54	2.46			49.22	1/2/14	48.00
47	44.52	51.32	5.37		107.32	12/13/13	101.21
48	41.90	5.58			44.00	12/10/13	47.48
49	40.26	42.50			85.65	11/21/13	82.76
50	46.18	28.55			50.00	11/15/13	74.73
52	40.12	42.74			42.23	11/19/13	82.86
54	44.24	46.35			46.01	11/19/13	90.59
59	40.06	44.16	42.42		83.44	10/11/13	126.64
60	44.86	49.17			107.00	12/20/13	94.03
63	40.00	0.21			42.00	1/2/14	40.21
64	40.00	0.21			42.00	1/2/14	40.21
65	42.32	2.13			42.62	1/3/14	44.45
68	47.62	4.73			98.00	1/3/14	52.35
69	48.74	58.49			53.38	11/15/13	107.23
70	41.00	2.13			42.50	1/2/14	43.13
72	40.94	42.44	2.00		40.00	12/6/13	85.38
74	42.10	42.90	2.04		40.70	11/26/13	87.04
79	44.96	52.10	48.76		56.88	11/15/13	145.82
83	47.94	50.40	1.65		33.07	12/3/13	99.99
88	41.88	2.21			44.15	1/3/14	44.09
90	40.02	40.29	2.08		45.94	10/29/13	82.39
91	49.14	51.52	2.58		51.58	12/6/13	103.24
92	45.86	5.48			109.55	1/7/14	51.34
94	43.20	47.64	2.28		45.54	12/20/13	93.12
96	49.24	2.20			43.92	1/3/14	51.44
97	41.84	2.77			41.96	1/3/14	44.61
103	44.54	51.29	51.35	2.54	50.86	11/5/13	149.72
105	42.00	2.29			45.72	1/2/14	44.29
107	62.72	61.66			67.00	11/19/13	124.38
110	45.56	2.56			51.14	1/7/14	48.12
111	40.00	0.68			115.00	12/26/13	40.68
116	43.26	0.40			45.00	12/17/13	43.66

ACCT #	CURRENT	1 - 30.	31 - 60	61+	LAST PAYMENT	TOTAL
117	41.56	42.00			46.84 12/17/13	83.56
119	40.00	40.06	1.26		40.50 12/10/13	81.32
127	214.62	221.11	1,802.04	1,263.71	200.00 1/3/14	3,501.48
129	43.22	50.58			50.62 1/3/14	93.80
130	43.64	48.26			50.00 11/21/13	91.90
131	47.28	2.21			44.26 1/2/14	49.49
133	42.38	47.08	39.51		98.00 11/21/13	128.97
134	43.82	47.59			95.63 12/13/13	91.41
140	51.13	60.45	53.29		132.66 11/15/13	164.87
145	43.60	47.34	36.59		60.00 11/15/13	127.53
147	48.98	2.17			104.91 11/15/13	51.15
148	40.46	2.24			44.83 1/3/14	42.70
150	45.08	44.53	42.21		91.58 11/8/13	131.82
151	45.32	2.27			45.41 1/3/14	47.59
152	49.08	54.00	52.57	10.67	140.00 10/15/13	166.32
159	40.00	2.11			42.11 1/2/14	42.11
161	45.16	40.07			100.00 11/15/13	85.23
164	44.40	49.43	2.24		44.80 1/3/14	96.07
165	40.00	54.99	3.96		79.26 12/10/13	98.95
166	47.50	2.33			46.53 1/2/14	49.83
167	40.36	2.66			53.10 1/2/14	43.02
174	42.36	40.19			100.00 12/10/13	82.55
178	44.76	47.36	2.99		85.00 11/19/13	95.11
179	86.68	24.57			50.00 11/15/13	111.25
180	49.56	55.36			60.00 12/20/13	104.92
181	40.44	1.80			36.07 1/2/14	42.24
183	62.15	2.59			51.88 1/3/14	64.74
185	46.40	53.50	46.39		100.00 11/15/13	146.29
186	44.12	45.44			42.06 11/22/13	89.56
190	48.92	51.62	0.03		105.00 12/13/13	100.57
197	40.00	0.36			40.00 1/7/14	40.36
199	40.00	2.00			40.00 1/2/14	42.00
202	43.50	19.15			200.00 9/13/13	62.65
203	48.92	2.88			57.53 1/2/14	51.80
204	42.86	45.61	3.71		90.00 12/10/13	92.18
205	45.54	2.07			41.48 1/2/14	47.61
207	40.00	44.10	42.00		88.31 11/15/13	126.10
208	43.48	45.58	3.05		100.00 10/15/13	92.11
211	41.34	2.00			40.02 1/2/14	43.34
213	46.08	2.54			50.81 1/3/14	48.62
217	40.00	2.10			40.00 12/20/13	42.10
218	90.25	31.70			89.00 11/26/13	121.95
219	42.74	46.22			94.54 12/10/13	88.96
220	76.38	65.02			212.01 12/20/13	141.40
221	46.58	46.58			206.00 11/21/13	93.16
222	51.73	2.93			58.64 1/3/14	54.66
223	40.00	2.31			46.28 1/3/14	42.31
224	45.10	39.15			130.09 11/12/13	84.25
225	44.12	2.36			47.18 1/2/14	46.48
226	42.14	46.78	40.49		50.00 12/3/13	129.41
227	43.00	44.04			67.94 12/10/13	87.04
233	45.28	2.40			48.06 1/3/14	47.68
240	42.78	2.15			42.98 1/2/14	44.93
241	41.44	2.02			40.42 1/2/14	43.46
243	71.98	65.10			55.04 12/10/13	137.08
244	45.52	1.50			30.03 1/2/14	47.02
249	48.84	2.25			45.00 1/3/14	51.09
250	44.54	2.34			46.83 1/3/14	46.88

ACCT #	CURRENT	1 - 30.	31 - 60	61+	LAST PAYMENT	TOTAL
252	45.80	51.41	52.55		90.00 12/3/13	149.76
260	91.55	2.31			46.18 1/2/14	93.86
263	43.32	3.08			45.00 1/2/14	46.40
264	45.26	48.01			99.89 11/21/13	93.27
265	45.36	2.57			51.36 1/7/14	47.93
269	42.78	2.23			44.61 1/3/14	45.01
273	45.90	2.51			50.22 1/3/14	48.41
276	78.73	46.87	2.57		51.31 12/13/13	128.17
278	40.00	42.00			172.41 11/21/13	82.00
279	49.22	56.10	2.79		55.81 12/6/13	108.11
281	41.14	2.28			45.58 1/3/14	43.42
284	40.08	2.02			40.44 1/2/14	42.10
285	46.04	2.42			48.36 1/7/14	48.46
286	49.76	49.26	2.48		49.64 11/26/13	101.50
287	49.58	2.31			46.18 1/2/14	51.89
288	43.58	2.27			45.48 1/2/14	45.85
293	42.82	47.57	2.66		53.23 12/10/13	93.05
295	40.00	58.40	55.62	272.43	86.10 6/4/13	426.45
296	44.80	46.31	2.21		44.28 11/26/13	93.32
299	41.10	1.72			34.48 1/3/14	42.82
304	48.60	47.82			94.90 11/15/13	96.42
306	42.64	1.88			47.00 1/2/14	44.52
307	47.02	47.27			47.78 11/15/13	94.29
310	43.54	45.83	2.29		45.85 12/6/13	91.66
311	41.28	44.33			119.89 12/10/13	85.61
312	43.54	2.20			43.94 1/2/14	45.74
313	42.82	2.18			43.56 1/3/14	45.00
314	44.90	2.24			44.86 1/2/14	47.14
315	43.88	2.27			45.34 1/2/14	46.15
317	46.52	50.99	2.54		50.80 12/3/13	100.05
320	40.14	42.10	2.01		40.18 11/26/13	84.25
322	45.68	54.67	55.10		205.95 11/5/13	155.45
323	64.56	69.66	65.84	1.82	146.00 11/5/13	201.88
329	56.98	59.99			56.16 12/10/13	116.97
330	45.00	52.10	50.92	45.28	98.67 10/11/13	193.30
332	45.22	47.90	2.42		48.44 12/10/13	95.54
334	40.00	41.04	4.53		300.00 11/1/13	85.57
336	68.38	2.31			46.24 1/2/14	70.69
338	42.38	47.25	44.84	17.71	100.00 11/15/13	152.18
339	40.38	45.40	42.42	13.87	200.00 9/17/13	142.07
342	90.63	42.91			98.13 12/18/13	133.54
348	46.72	1.49			29.73 1/7/14	48.21
349	110.00	42.54	2.04		40.70 11/26/13	154.58
350	60.00	0.37			60.00 12/13/13	60.37
355	52.03	4.48			50.00 1/7/14	56.51
358	47.98	54.73	52.18	15.05	200.00 11/21/13	169.94
362	49.56	2.33			46.56 1/3/14	51.89
	7,690.98	4,580.92	2,996.65	1,645.40		16,913.95
BILLING REGISTER INFORMATION 12/27/13						
			WATER	2469.46	CURRENT CHARGES	17,368.20
			SVC CHG	14535.00	PAST DUE	5,510.33
			FIRE SVC	60.00	OVERPAY/PREPAY	-11,449.31
			RECONNECT			
			ADJ	-314.32		
			LATE CHGS	618.06	TOTAL RECEIVABLES	11,429.22
			Total Receivables:		24,612.95	
			Accounts Listed:		159	

METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED IN GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS	NOTES
Alliance Master Meter Union Park	363 369	JAN	1,407,400	441,200	966,200	862,440	68.65	1.07	
Alliance Master Meter Union Park	363 369	FEB	1,392,500	400,900	991,600	811,170	71.21	18.20	
Alliance Master Meter Union Park	363 369	MARCH	1,379,500	500,300	879,200	695,860	63.73	20.85	
Alliance Master Meter Union Park	363 369	APRIL	1,266,100	425,100	841,000	858,510	66.42	-20.82	
Alliance Master Meter Union Park	363 369	MAY	1,476,100	529,800	946,300	850,040	64.10	10.17	
Alliance Master Meter Union Park	363 369	JUNE	2,087,300	754,500	1,332,800	1,172,680	63.85	12.01	
Alliance Master Meter Union Park	363 369	JULY	2,058,700	760,400	1,298,300	1,203,980	63.06	7.20	
Alliance Master Meter Union Park	363 369	AUG	1,534,200	531,900	1,002,300	932,220	65.33	6.90	
Alliance Master Meter Union Park	363 369	SEPT	2,696,800	872,800	1,824,000	1,616,680	67.64	11.36	
Alliance Master Meter Union Park	363 369	OCT	1,632,300	586,700	1,045,600	961,210	64.06	8.07	
Alliance Master Meter Union Park	363 369	NOV	1,643,700	609,400	1,034,300	1,025,730	63.00	0.82	
Alliance Master Meter Union Park	363 369	DEC	1,598,200	631,100	967,100	878,880	60.51	9.12	
	TOTAL 2013		20,172,800	7,044,100	13,128,700	11,869,400	65.08	9.60	
Total 2012			20,424,200	6,667,800	13,756,400	12,470,220	67.35	9.35	OCSD Loss 8.29%
Total 2011			19,307,170	5,925,900	13,381,200	11,916,240	69.77	10.95	OCSD Loss 12.37%
Total 2010			20,013,990	6,461,400	13,552,500	12,579,240	67.77	7.18	OCSD Loss 7.78%
Total 2009			21,003,900	6,427,000	14,576,900	13,189,380	69.40	8.26	OCSD Loss 16.07%
Total 2008			23,183,499	9,129,300	14,054,199	13,184,640	60.62	6.19	OCSD Loss 10.30%
Total 2007			22,786,000	6,904,600	15,845,400	14,103,260	69.54	11.17	

**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS
FROM: CHERYL DORAN GIRARD
SUBJECT: JANUARY 17, 2014 DISTRICT/COUNTY COST PROJECT
DATE: JANUARY 17, 2013

There are a significant number of as yet unanswered questions as well as definition of tasks and procedures to be determined prior to any Board action with respect to removing the District's financial accounting from the Sonoma County Auditor's system.

The areas of concern:

Legal Aspects

Appropriate Board resolutions, bonding of treasurer, possible investment issues, and Board oversight policies.

Financial Aspects

Funding concerns i.e., water fund deficit and line of credit issues, banking issues, possible increased audit cost, software and supplies purchase costs, and other related issues.

Board Policies

Determine and development of internal control policies, investment policies (if any), task assignments, etc.

I have met with Dennis Rehe and begun the process of answering some of these questions, however have not been able to pin the County down as to costs for leaving some funds at the County (i.e., capital funds, debt funds, etc.). I will present what specific information and subsequent questions at the January Board meeting.

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



**DAVID E.
SUNDSTROM, CPA**
AUDITOR-CONTROLLER
TREASURER -TAX
COLLECTOR



**Auditor-Controller
Treasurer-Tax Collector**
County of Sonoma
585 FISCAL DRIVE
SUITE 100
SANTA ROSA, CALIFORNIA
95403-2819
(707) 565-2631
FAX (707) 565-3489

DONNA DUNK,
CPA
ASSISTANT
AUDITOR-
CONTROLLER

**JONATHAN
KADLEC**
ASSISTANT
TREASURER

DATE: December 24, 2013
TO: Special Districts
FROM: Olena Chandler, Accountant/Auditor
SUBJECT: 2014-15 Accounting Services Charges

The FY 2014-15 Accounting Service Charges for both Dependent & Independent Special Districts are attached. The charges to the Independent Special Districts will provide 70% reimbursement for accounting services provided by our office. The charges to the Dependent Special Districts will provide 100% reimbursement for accounting services provided by our office.

If there are any questions or concerns please do not hesitate to contact me at (707) 565-3292.

Thank you,

Olena Chandler
Accountant/Auditor

County of Sonoma
Auditor-Controller Treasurer-Tax Collector Dept.
Phone: 707.565.3292 | Fax: 707.565.2702
Olena.Chandler@sonoma-county.org



Auditor-Controller
FY 2014-15 Special District Accounting Charges
100% Charges to Dependent Districts, 70% to Independent Districts
(Independent District Charges Based on All Documents)

Index	Description	FY 13-14 Estimated Charges	FY 14-15 Estimated Charges	Change	%
649202	CSA #40-FS-Dry Creek	0	312	312	100%
649301	CSA #40-FS-Sea Ranch	3,485	3,552	67	2%
649707	CSA #40-FS-Wilmar	3,485	4,300	815	23%
607911	CSA #41-San-Sea Ranch Zn 2	628	686	58	9%
624528	CSA #41-Wat-Fitch Mtn	1,885	2,306	421	22%
632521	CSA #41-Wat-Salmon Creek	971	2,306	1,335	137%
633529	CSA #41-Wat-Freestone	1,028	1,059	31	3%
634527	CSA #41-Wat-Jenner	1,028	1,309	281	27%
635029	CSA #41-Pk-Sonoma Valley	2,114	2,306	192	9%
664011	CFD #7-Mayacama	2,000	2,057	57	3%
651109	Occidental Sanitation	2,971	4,113	1,142	38%
652107	Russian River Sanitation	13,768	13,835	67	0%
653105	Sonoma Valley Sanitation	27,365	35,336	7,971	29%
654103	South Park Sanitation	2,856	2,057	(799)	-28%
672105	S C Water Agency	200,864	220,740	19,876	10%
672105	SCWA-Sanitation Districts	16,167	17,325	1,158	7%
693010	IHSS Public Authority	4,799	3,552	(1,247)	-26%
695015	Library Joint Powers	155,333	170,385	15,052	10%
611012	CDC General Admin	51,246	42,939	(8,307)	-16%
	Dependent Districts (100%)	491,993	530,475	38,482	8%
701011	Green Valley Cemetery	438	642	204	47%
702100	Shiloh Cemetery	8,339	8,791	452	5%
711010	Bennett Valley Fire	8,777	8,297	(480)	-5%
712018	Rancho Adobe Fire	17,669	18,817	1,148	6%
713016	Forestville Fire	8,178	9,507	1,329	16%
714014	Glen Ellen Fire	11,334	12,323	989	9%
715011	Graton Fire	12,831	17,780	4,949	39%
716019	Russian River Fire	18,959	21,781	2,822	15%
718015	Kenwood Fire	15,296	18,101	2,805	18%
719013	Monte Rio Fire	7,118	4,544	(2,574)	-36%
721019	Rincon Valley Fire	14,513	18,126	3,613	25%
722017	Roseland Fire	1,728	1,778	50	3%
723015	Schell-Vista Fire	12,094	13,088	994	8%
724013	Gold Ridge Fire	10,551	9,656	(895)	-8%
726018	Bodega Bay Fire	17,254	19,830	2,576	15%
727016	Windsor Fire	17,392	18,768	1,376	8%
729012	Geyserville Fire	17,369	20,447	3,078	18%
732016	Timber Cove Fire	3,824	3,803	(21)	-1%
739011	Cloverdale Fire	15,434	15,187	(247)	-2%
745018	Roseland - CASA	2,557	6,939	4,382	171%
746016	Sonoma Valley - CASA	1,981	4,914	2,933	148%
747014	Russian River - CASA	3,455	5,704	2,249	65%
750018	Camp Meeker Rec & Park	8,040	9,433	1,393	17%
751016	Del Rio Woods Rec & Park	645	395	(250)	-39%
752014	Monte Rio Rec & Park	13,960	1,358	(12,602)	-90%
753012	Russian River Rec & Park	6,865	8,841	1,976	29%
760017	Gold Ridge Soil Conserv	16,655	21,312	4,657	28%
761011	Sonoma RCD	7,026	12,890	5,864	83%
765016	Occidental CSD	944	1,284	340	36%
765107	Occidental CSD-Fire	6,312	7,483	1,171	19%
767012	Occidental CSD Water	2,050	2,050	0	0%
768010	Graton CSD	17,346	21,361	4,015	23%
769018	So Co RCPA	12,923	8,446	(4,477)	-35%
773010	SMART	50,495	58,872	8,377	17%
775106	Russian River Co Water	4,216	4,470	254	6%
776013	Sweetwater Springs Water	3,179	2,618	(561)	-18%
778019	Rains Creek Water	737	864	127	17%

Auditor-Controller
FY 2014-15 Special District Accounting Charges
100% Charges to Dependent Districts, 70% to Independent Districts
(Independent District Charges Based on All Documents)

Index	Description	FY 13-14 Estimated Charges	FY 14-15 Estimated Charges	Change	%
779215	WWD - Sewer-78 Bond	207	0	(207)	-100%
781104	SCPSC	1,636	2,346	710	43%
786012	Coast Life Ambulance	1,889	1,803	(86)	-5%
789016	REDCOM	3,525	5,507	1,982	56%
790014	TFCA	1,129	1,309	180	16%
793109	Measure M	15,319	16,348	1,029	7%
794016	Law Library	4,400	3,926	(474)	-11%
795013	SCERA-Retirement	8,915	9,730	815	9%
796011	SCAVA Service Authority	1,152	1,235	83	7%
798017	So Co Transportation Authority	9,099	7,927	(1,172)	-13%
799114	SCWMA-Wood Waste	1,820	2,741	921	51%
799213	SCWMA-Yard Debris	3,548	4,297	749	21%
799312	SCWMA-HHW	4,515	5,359	844	19%
799411	SCWMA-Education	4,515	4,396	(119)	-3%
799510	SCWMA-Diversion	92	74	(18)	-20%
799619	SCWMA-Planning	1,175	1,457	282	24%
799718	SCWMA-Contingency Fund	783	1,556	773	99%
Independent Districts (70%)		442,203	490,511	48,308	10.92%
TOTAL CHARGES		934,196	1,020,986	86,790	9%

NOTE: FY14-15 Accounting Charges include IT support for FAMIS and the new Enterprise Financial System (EFS). EFS amortization expense will be charged separately beginning FY14-15.

Dear Special Districts,

The EFS Project Team knows that the County's implementation of a new financial system will naturally generate many questions or concerns, the most prominent of which is concern over the increased cost associated with the system. The Auditor-Controller's Office has put together an estimate of what each organization will be paying as part of the 10-year amortization of Phase 1 of the EFS Project and is shown within the attached document. The EFS amortization cost is in addition to what you currently pay under the cost plan and the estimated FY 14/15 cost plan charges will be available mid-December. Once the cost plan information is finalized, it will be communicated so that you have a complete understanding of your fee structure as a user of county services including EFS.

Please find the name of your organization on the attached PDF to review your anticipated EFS cost allocation for FY 14/15. This amount was derived using the number of claims your organization processed during FY 12/13 as an allocation basis. Therefore, organizations that have more transactions will incur a higher cost than organizations that have a limited number of transactions. This figure is based on an estimated Phase 1 cost of \$10.6 million dollars, amortized over a period of 10 years, and will be adjusted based on the final cost of the system. You should keep in mind that this charge only covers Phase 1 of the system. There will be a similar increase in FY 15/16 when Phase 2 is implemented and the amortization period for those costs begins.

If you have any questions or concerns please contact Donna Dunk using the contact information below.

Donna Dunk
Assistant Auditor-Controller
Donna.Dunk@sonoma-county.org
(707) 565-3274

Kind regards,
The Change Management Team



EFS Cost Allocation
Fiscal Year 14-15

Department/Entity	Index #	Subobject	# of Claims	Amount
CAO	002014	6697	87	1,414
County Counsel	005017	6697	316	5,134
Human Resources	006015	6697	307	4,988
Info Systems	007104	6697	653	10,610
IS-Comm Tele	007179	6697	539	8,758
IS-Records Mgmt	007187	6697	118	1,917
IS-Reprographics	007195	6697	246	3,997
General Svc Adm	010108	6697	131	2,129
Architect	010124	6697	50	812
Arch Local Proj	010132	6697	996	16,183
Purchasing	010207	6697	50	812
Energy	010538	6697	410	6,662
Real Estate	010546	6697	246	3,997
Facilities Ops	010553	6697	1,581	25,688
Fleet	010603	6697	968	15,728
Treasurer Tax-Collector	022103	6697	1,911	31,050
Auditor	022012	6697	1,145	18,604
Benefits	076018	6697	264	4,290
Parking Enf	010900	6697	16	260
HS-PA/PG/PC	159097	6697	60	975
Registrar	019307	6697	243	3,948
Bd of Super	001016	6697	166	2,697
Assess Appeals	001107	6697	4	65
Assessor	021014	6697	197	3,201
Recorder	024505	6697	319	5,183
PRMD Admin	025015	6697	581	9,440
EDB	030015	6697	251	4,078
DA Family Justice Cntr	042804	6697	138	2,242
Regional Parks	032102	6697	2,209	35,892
Spring Lake	032201	6697	342	5,557
Road	035014	6697	1,700	27,622
PW Special Proj	037010	6697	22	357
Sheriff Admin	040105	6697	774	12,576
Sheriff Law Enf	040121	6697	2,128	34,576
Det Honor Farm	041202	6697	306	4,972
Deten Main Jail	041301	6697	478	7,767
Deten Admin	041509	6697	499	8,108
Sheriff Court Secur	040758	6697	16	260
Sheriff Transportn	040766	6697	54	877
District Attorney	042101	6697	3,959	64,327
DA Victim Witn	042127	6697	28	455

EFS Cost Allocation
Fiscal Year 14-15

Department/Entity	Index #	Subobject	# of Claims	Amount
Probation	043109	6697	156	2,535
Juvenile Probatn	043117	6697	140	2,275
Probatn Admin	043125	6697	426	6,922
SCEIP	283010	6697	460	7,474
Juvenile Hall	044206	6697	254	4,127
Probation Camp	044305	6697	384	6,239
Sup Adult Crew	044602	6697	134	2,177
Public Defender	045013	6697	285	4,631
Grand Jury	048017	6697	77	1,251
Courts-Judicial	346023	6697	656	10,659
Non-Court Ops	051409	6697	120	1,950
Human Sv Adm	159014	6697	3,902	63,400
HS-AAA	159022	6697	172	2,795
HS-MSSP	159030	6697	210	3,412
HS-VM Child Ctr	159063	6697	227	3,688
Health Admin	161101	6697	5,630	91,477
Hlth-Child & Fam 1st	068163	6697	423	6,873
Animal Care & Control	164350	6697	546	8,872
DCSS	060020	6697	271	4,403
HS-Comm CAPIT	159121	6697	43	699
Ag Commission	070102	6697	163	2,648
Sealer Wts & Ms	070201	6697	71	1,154
Fish & Game	070300	6697	11	179
ERP-HRMS Sys Admin	598102	6697	8	130
Ag Extension	071019	6697	176	2,860
Fire & Emergency Svcs	079301	6697	701	11,390
Refuse	286104	6697	954	15,501
Spud Point	290106	6697	292	4,744
Airport	291013	6697	649	10,545
Transit	292169	6697	1,441	23,414
Sport Fishing Ctr	293100	6697	17	276
Self-Insurance	596023	6697	477	7,750
Air Pollution	689018	6697	207	3,363
Open Space	697029	6697	607	9,863
Water Agency	672105	6697	3,543	57,567
CDC General Admin	611012	6697	694	11,276
LAFCO	788018	6697	54	877
Library	695015	6697	2,734	44,422
Law Library	794016	6697	153	2,486
Retirement	795013	6697	324	5,264
IHSS Public Auth	693010	6697	57	926
Mason's Marina	295105	6697	172	2,795

EFS Cost Allocation
Fiscal Year 14-15

Department/Entity	Index #	Subobject	# of Claims	Amount
SAN ZONE 1-SEA RANCH	678102	6697	49	796
SAN ZONE-PENNGROVE	680108	6697	20	325
SAN ZONE-GEYSERVILLE	681106	6697	21	341
SAN ZONE-A.L.W.	682104	6697	190	3,087
OCCIDENTAL SAN-GEN	651109	6697	66	1,072
RUSSIAN RIVER SAN-GEN	652107	6697	222	3,607
SONOMA VALLEY SAN-GEN	653105	6697	567	9,213
SOUTH PARK SAN-GEN	654103	6697	33	536
CSA #40-FS-DRY CREEK	649202	6697	5	81
CSA #40-FS-SEA RANCH	649301	6697	57	926
CSA #40-FS-WILMAR	649707	6697	68	1,105
CFD #7-MAYACAMAS	664011	6697	33	536
CSA #41-SAN-SEA RANCH-Z2	607911	6697	11	179
CSA #41-WAT-FITCH MTN	624528	6697	37	601
CSA #41-WAT-SALMON CRK	632521	6697	37	601
CSA #41-WAT-FREESTONE	633529	6697	17	282
CSA #41-WAT-JENNER	634527	6697	20	325
CSA #41-PK-SONOMA VLY	635029	6697	37	601
CSA #41-COUNTYWIDE LIGHTING DISTRICT	650010	6697	24	390
CSA #41-GUERNEVILLE LIGHTING DIST	650093	6697	13	211
CSA #41-RIO NIDO LIGHTING DISTRICT	650168	6697	7	114
GREEN VALLEY CEMETERY	701011	6697	16	260
SHILOH CEMETERY	702100	6697	244	3,965
BENNETT VALLEY FIRE DIST	711010	6697	154	2,502
RANCHO ADOBE FIRE	712018	6697	477	7,750
FORESTVILLE FIRE DIST	713016	6697	184	2,990
GLEN ELLEN FIRE DIST	714014	6697	356	5,784
GRATON FIRE DIST	715011	6697	492	7,994
RUSSIAN RIVER FIRE DIST	716019	6697	432	7,019
KENWOOD FIRE DIST	718015	6697	583	9,473
MONTE RIO FIRE DIST	719013	6697	212	3,445
ROSELAND FIRE DIST	722017	6697	66	1,072
SHELL-VISTA FIRE DIST	723015	6697	450	7,312
GOLD RIDGE FIRE DIST	724013	6697	146	2,372
BODEGA BAY FIRE DIST	726018	6697	433	7,035
WINDSOR FIRE DIST	727016	6697	851	13,827
GEYSERVILLE FIRE DIST	729012	6697	430	6,987
TIMBER COVE FIRE DIST	732016	6697	144	2,340

EFS Cost Allocation
Fiscal Year 14-15

Department/Entity	Index #	Subobject	# of Claims	Amount
CLOVERDALE FIRE	739011	6697	359	5,833
CASA - ROSELAND	745018	6697	48	780
CASA - SONOMA VALLEY	746016	6697	45	731
CASA - RUSSIAN RIVER	747014	6697	50	812
CAMP MEEKER REC & PARK	750018	6697	164	2,665
CAMP MEEKER WATER - OPERATIONS	750505	6697	70	1,137
DEL RIO WOODS REC & PARK	751016	6697	15	244
MONTE RIO REC & PARK	752014	6697	11	179
RUSSIAN RIVER REC & PARK	753012	6697	295	4,793
GOLD RIDGE SOIL CONSERV	760017	6697	678	11,016
SOTOYOME RCD	761011	6697	474	7,702
OCCIDENTAL COMM SERV DIST	765016	6697	51	829
OCCID CSD-FIRE	765107	6697	269	4,371
OCCIDENTAL COMM SERV WTR	767012	6697	70	1,137
GRATON CSD-SANITATION	768010	6697	460	7,474
SO CO RCPA	769018	6697	48	778
SMART	773010	6697	1065	17,304
RUSSIAN RIVER CO WTR DIST	775106	6697	170	2,762
S W SPRINGS IN-HOUSE CONSTRUCTION	776211	6697	71	1,154
RAINS CREEK WATER DIST	778019	6697	29	471
SCPSC OPERATIONS	781104	6697	3	49
NCRA-ADMINISTRATION	787010	6697	100	1,625
REDCOM	789016	6697	23	374
TFCA	790014	6697	7	114
ADMINISTRATION	793109	6697	13	213
LOCAL STREET REPAIRS	793208	6697	189	3,071
SCAVA SERVICE AUTHORITY	796011	6697	41	666
SO CO TRANSPORTATION AUTH	798017	6697	121	1,958
SCWMA-WOOD WASTE	799114	6697	258	4,192
INSURANCE	006304	6697	3	54
TIDELANDS LEASES FUND	010959	6697	2	32
TOURISM COUNCIL	030031	6697	4	65
ADVERTISING	075010	6697	110	1,787
OTHER GENERAL GOVERNMENT	077016	6697	189	3,071
Totals			65,238	1,060,000
				1,060,000

- The current plan would be to stripe from the post office to the white sign that was hung for the park. That is 140 ft. including the van accessible spot not in line with the others-- that will allow for 15 parking spots.
- There would be two handicap spots.
 - a. Directly in front of the mailboxes would be a van accessible space. This space will have a 5 ft. safety zone marked with blue and white stripes. This is currently present, just badly faded.
 - b. The first spot in row with all other spots would be designated handicapped.
- The curb in front of both handicap spots will be painted be blue
- Every spot except the van accessible spot would be at a 60 degree angle
- All spots will have a width of 9 ft. The width at the curb would total 10.5 ft per spot.
- The line itself will be a total of 16 ft. long, by 4 in wide.
- This would leave a fire lane of 15 ft. at the narrowest and 21 feet at the widest.
- The lines will all be white.

