

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

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

I. CALL TO ORDER

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. January 20, 2015
- B. Payment of Claims
- C. Journal Entry Approval
- D. Administrative and Financial Report

VII. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Subdivision a., Government Code Section 54956.9)

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

Sonoma Superior Court Case Number SCV 243172;

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

VIII. ADJOURN TO CLOSED SESSION

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

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

- A. Report of operations for the current month.

## XI. ACTION ITEMS

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

(District Legal Counsel, 10 minutes)

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

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

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

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

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

### C. UPDATE: GRANT/ARTS EVENTS (Valery Larson, 5 minutes)

DESCRIPTION: The District received a grant of \$1,000 from the Web and Rose Meier Family Fund/Greater Cincinnati Foundation for the purpose of supporting the arts in Camp Meeker.

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

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

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

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

### E. FORM 700 ANNUAL STATEMENT OF ECONOMIC INTERESTS FILING (Staff, 5 minutes)

DESCRIPTION: Elected officials are legally required to file an annual Statement of Economic Interests. Appropriate forms will be distributed to the Board and a brief discussion of filing will be held.

PROPOSED ACTION: No action will take place.

## XII. DIRECTORS' REPORTS

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

PROPOSED ACTION: No action or discussion to take place.

## XIII. ADJOURNMENT

### HOW TO GET AN ITEM ON THE AGENDA

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

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

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

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

[http://www.campmeeker.org/wordpress/?page\\_id=224](http://www.campmeeker.org/wordpress/?page_id=224).

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

Tuesday, January 20, 2015, 7:00 pm  
DISTRICT OFFICE (Next to the Fire Station)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

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

II. ROLL CALL

Directors Anderson, Helfrich, Tominia and Watson were present. Also attending were District Counsel Manwell and Valery Larson.

III. APPROVAL OF AGENDA

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

Directors Anderson, Helfrich, Tominia and Watson voted yes.

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

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

There was no public comment.

VI. CONSENT ITEMS

A. Approval of Minutes

1. December 16, 2014

As there were no corrections to the minutes of December 16, 2014, a motion was made by Gary Helfrich, and seconded by Cathie Anderson to approve the minutes of December 21, 2014 as submitted.

Directors Anderson, Helfrich, Tominia and Watson voted yes.

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

B. Payment of Claims

After discussion, a motion was made by Gary Helfrich, seconded by Cathie Anderson to approve the following warrant requests, the checks in payment thereof with the exception of check 1121 which is void due to a printer error and checks 1122 and 1123 for transfer of direct charges to County of Sonoma DWR Fund and Wells Fargo Investment Fund.

Directors Anderson, Helfrich, Tominia and Watson voted yes.

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

C. Journal Entry Approval

Ms. Doran-Girard presented JV0024 that records the wire transfer by Sonoma County of tax revenues and direct charges to the Wells Fargo checking account subsequent to December 2014 tax collections.

A motion was made by Cathie Anderson, and seconded by Gary Helfrich to approve JV0024 recording transfer of tax collections.

Directors Anderson, Helfrich, Tominia and Watson voted yes.

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

D. Administrative and Financial Report

Ms. Doran-Girard advised the Board of an inadvertent Brown Act violation in an email inquiry regarding vendor processing prior to the Board meeting. She went on to advise that Federal 1099s and State payroll tax returns have been completed and submitted, revisions will be made to the website relative to the completion of Board recruitment, all telephone services are now directly billed to the District's Visa credit card per prior recommendation of the District's auditor and of the plan for District email and related tasks while she is away for the coming month. Additionally, various items of mail were reviewed.

VII. OATH OF OFFICE

DESCRIPTION: President Watson administered the oath of office to Valery Larson, the director appointed candidate appointed at the December 16 meeting. Director Larson's term will run through December 4, 2015.

VIII. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Subdivision a., Government Code Section 54956.9)

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

Sonoma Superior Court Case Number SCV 243172;

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

IX. ADJOURN TO CLOSED SESSION

The Board adjourned to closed session at 7:19 p.m.

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

The Board returned to open session at 8:06 p.m. and announced that the District's appointed sub-committee will review the January 18 easement document and will advise District Counsel Manwell of any revisions and communicate recommendations for further action.

Several agenda items were addressed out of the published agenda list in order to accommodate, District Counsel Manwell's schedule and to preclude un-necessary legal expense.

IX. ACTION ITEMS

B. CAMP MEEKER VOLUNTEER FIRE DEPARTMENT: UPDATE LEASE SIGNING

DESCRIPTION: The Board reviewed progress of the lease signing with the CMVFD relative to the Fire Department site. With the exception of electric service established for the District office, all utilities have been resolved. Director Helfrich will arrange for establishment of electric service for the District office.

ACTION: The Board will take further action with respect to the CMVFD lease at the February 24 meeting.

D. DISTRICT PROPERTY PARKING USAGE POLICY

DESCRIPTION: In accordance with the Board's discussion at the November Board meeting, the Board will review a proposed policy with respect to parking on District property, emergency services usage and overnight parking. District Counsel Manwell advised the Board that it is not necessary to take any action regarding a parking ordinance; however, the Board can establish rules regarding parking on the District's property including signage.

ACTION: The Board took no action on this matter.

XI. REPORT OF THE WATER SYSTEM OPERATOR

- A. Jamie Dunton of Russian River Utility advised that there is nothing significant to report other than that the work at the well site is complete. He informed the Board that the District's water loss for 2014 amounted to 8.995% that is within acceptable industry standards. Director Helfrich inquired as to the probability of leaking in the water tanks and was advised that it would be insignificant. Director Anderson commented that the past due account list is considerably less than it has been in past months.

IX. ACTION AGENDA (Continued):

A. ACCOUNTING AND ADMINISTRATIVE PROCEDURES

DESCRIPTION: The Board reviewed current procedures followed for processing of mail, incoming vendor invoices, invoice payment approval and related matters. The issues of security for District and vendor account information and Brown Act implications were discussed.

ACTION: The Board took no action.

C. ANDERSON HALL DEPOSIT & RENTAL RATE INCREASE

DESCRIPTION: Director Anderson presented information regarding re-structure of Anderson Hall deposits and rates in comparison with other local facilities of similar size and use. Considerable discussion ensued.

ACTION: After discussion, a motion was made by Gary Helfrich, and seconded by Cathie Anderson to standardize the deposit for Anderson Hall at \$150.00 for every type of event, further than all rates for resident will remain as posted; however, non-resident rates for weddings will increase to \$950.00 and for non-resident parties will increase to \$450.00 effective with all bookings made as of January 20, 2015.

Directors Anderson, Helfrich, Larson and Watson voted yes. Director Tominia voted no.

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

E. GRANT PROPOSAL CAL FIRE PEST CONTROL

DESCRIPTION: Director Tominia advised that he would check into the next step in the grant process for the Cal Fire Pest Control Grant and report at the February meeting.

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

F. UPDATE: GRANT/ARTS EVENTS

DESCRIPTION: The District received a grant of \$1,000 from the Web and Rose Meier Family Fund/Greater Cincinnati Foundation for the purpose of supporting the arts in Camp Meeker. Director Larson reported that the event was successful and is exploring another for the July 4 holiday. She and Director Anderson will review Anderson Hall availability.

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

G. DISPOSAL OF UNWANTED HOUSEHOLD GOODS

DESCRIPTION: Director Larson initiated a review of the disposal of unwanted household materials adjacent to the Creek and on the concrete bridge off Bohemian Highway. The Board discussed possible solutions to this issue including, but not limited to signage on District property; however, the property in question is County road and Director Larson will contact Sonoma County Public Works about removal of any existing items.

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

H. DISTRICT TRAINING SESSION-MARCH

DESCRIPTION: The Board discussed a prospective date for a District training session that will encompass Brown Act and related governmental regulations affecting District operations, District finance and projects. Directors and staff will conduct the session that will be held at Anderson Hall on either March 1 or 8 at 10:00 a.m. It is estimated that the session will be two hours in length.

ACTION: The Board will be advised of March 1 or 8 upon Director availability.

XII. DIRECTORS' REPORTS

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

PROPOSED ACTION: No action or discussion to take place.

Director Anderson inquired about proposed spring Chipper Day, as she would like to schedule a cleanup of the beach area.

Director Tominia inquired about recent correspondence from Gold Ridge Resource Conservation District, as he would like to see a repeat of their berry bush removal around the creek and a donation assist in a repeat of the program. Director Helfrich suggested supervised adult crews from the Sonoma County probation department.

Director Watson requested that a Smart Meter not be used establish electric service at the District office.

XIII. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Gary Helfrich, and seconded by Cathie Anderson that the January 2015 meeting of the Camp Meeker Board of Directors is adjourned.

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

The motion was approved.

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

The meeting adjourned at 9:21 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2015-01-20finalmins-cdg1



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

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**TO:** CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS  
**FROM:** CHERYL DORAN GIRARD  
**SUBJECT:** FEBRUARY 24, 2015 WARRANTS AND FINANCIAL INFORMATION  
**DATE:** FEBRUARY 20, 2015

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

G2014/2015-009	R&P (February 2015)	6,406.22
W2014/2015-009	Water (February 2015)	13,358.09

Cash balances are updated from all reconciled January 31 bank statements from Wells Fargo, Bank of the West and US Bank, plus funds received to date. All bank accounts and PayPal are reconciled and approved by the District's Fiscal Officer through the January 31.

Financial statements contain data available through February 20, 2015. The detail of the warrant requests directly is following this memo so you will be able to review individual items for each warrant request. Cash in hand, check registers, water funds allocation, County memorandums of funds transfers and finally the financial statements are placed behind the individual warrant details.

Deposits will be made to the Wells Fargo checking account and the Wells Fargo Investment account for amounts allocated for capital replacement and USDA debt fund repayment. A rental deposit of \$125.00 is in process from Paypal to the US Bank account. All funds on deposit with PayPal as of this writing have been directed to the US Bank account.

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

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



**Camp Meeker Recreation & Park District**

Warrant #

**G2014/2015-009**

<b>Vendor</b>	<b>G/L Acct</b>	<b>Amount</b>	<b>Explanation</b>
Anderson, Cathie	5010	30.00	Dir Stipend-February 2015
Valery Larson	5010	30.00	Dir Stipend-February 2015
Lynn Watson	5010	30.00	Dir Stipend-February 2015
Doran-Girard, Cheryl	5520	1,113.75	Consulting-Jan/Feb
Doran-Girard, Cheryl	5556	618.75	Consulting-Jan/Feb
Doran-Girard, Cheryl	5410	11.42	Supplies
Doran-Girard, Cheryl	5425	7.40	Postage
Fedex Office	5426	54.05	Printing
Camp Meeker Water System	5592	80.38	Water Services
McPhail's	5590	401.75	Propane & Repairs
American Express	5401	165.74	Costco-Member & Other
PGE	5594	82.21	Electric Service
Perry Johnson	5550	1,545.00	Legal Fees
US Bank-Visa	5101	621.98	Abila/Verizon/ATT/Anderson Hall Supplies
Brelje & Race	5560	1,613.79	St. Dorothy's Easement

Total 6,406.22

DIRECTOR APPROVAL:

DATE:

2/24/15

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**Camp Meeker Recreation & Park District**

Warrant #

[W2014/2015-009](#)

<b>Vendor</b>	<b>G/L Acct</b>	<b>Amount</b>	<b>Explanation</b>
Doran-Girard, Cheryl	5520	742.50	Consulting-Jan/Feb
Doran-Girard, Cheryl	5556	618.75	Consulting-Jan/Feb
Doran-Girard, Cheryl	5410	11.41	Supplies
Fedex Office	5585	39.16	Printing
Perry, Johnson	5550	150.00	Legal Services
US Bank	5416	149.00	Abila Contract
Russian River Utility	5515	8,105.39	Contract Services
Russian River Utility	5515	3,517.77	Repairs
Russian River Utility	5594	24.11	Electric

Total	13,358.09
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DIRECTOR APPROVAL:

DATE:

2/24/15

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[illegible]

**Camp Meeker Recreation & Parks District**

Check/Voucher Register - &lt;Checks - This Month&gt;

1010 - Cash In Wells Fargo Bank-Operating

From 2/1/2015 Through 2/28/2015

Check Number	Check Description	Vendor Name	Effective Date	Check Amount
1137	System Generated Check/Vo...	American Express	2/24/2015	165.74
1138	System Generated Check/Vo...	Camp Meeker Wa...	2/24/2015	80.38
1139	System Generated Check/Vo...	Cheryl Doran-Girard	2/24/2015	3,123.98
1140	System Generated Check/Vo...	Fedex Office	2/24/2015	93.21
1141	System Generated Check/Vo...	McPhail Fuel Com...	2/24/2015	401.75
1142	System Generated Check/Vo...	P G & E	2/24/2015	82.21
1143	System Generated Check/Vo...	Perry Johnson An...	2/24/2015	1,695.00
1144	System Generated Check/Vo...	Russian River Utility	2/24/2015	11,647.27
1145	System Generated Check/Vo...	US Bank	2/24/2015	770.98
1146	Director Stipend	Cathie Anderson	2/24/2015	30.00
1147	Director Stipend	Valery Larson	2/24/2015	30.00
1148	Director Stipend	Lynn Watson	2/24/2015	30.00
1149	System Generated Check/Vo...	Brelje & Race Con...	2/24/2015	1,613.79

2/24/2015 TOTAL Checks WFB Checking \$ 19764.31

Notes: No void checks  
Accts Reconciled

**Camp Meeker Recreation & Parks District**  
 Check/Voucher Register - <Checks - This Month>  
 1030 - Cash in Bank of the West-Water  
 From 2/1/2015 Through 2/28/2015

Check Number	Check Description	Vendor Name	Effective Date	Check Amount
538	Enter Water Transfer Check ...	Camp Meeker Rec...	2/24/2015	6,700.00
539	Water Operations Transfer	Camp Meeker Rec...	2/24/2015	9,300.00
Report Total	<i>Total Checks written</i>			35,764.31

*TOTAL*  
*\$16,000.00*

**Camp Meeker Recreation & Parks District**

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

10 - Recreation & Park - Operating

From 7/1/2014 Through 2/24/2015

(In Whole Numbers)

		YTD Budget - Original	Current Year Actual	YTD Budget Variance - Original
Revenue				
4001	Property Taxes-CY Secured	48,000	27,615	(20,385)
4040	Property Taxes-CY Unsecured	0	1,663	1,663
4041	Cost Reimbursement-Collect Delinquent CY Unsec	(1,000)	(34)	966
4101	Interest Pooled Cash -Sonoma County	250	2	(248)
4210	Rental Fees-Anderson Hall	7,500	4,120	(3,380)
4215	Rental Fees-Other	0	1,151	1,151
4220	State-Home Owner Property Tax Relief	500	0	(500)
4230	Other Sales	0	3	3
4250	Donations	0	1,500	1,500
4290	Miscellaneous Revenues	0	54	54
4625	Transfers-Within Fund In	17,000	0	(17,000)
	Total Revenue	72,250	36,074	(36,176)
Expenses				
5010	Director Stipend	720	540	180
5017	Worker Compensation Insurance	1,400	414	986
5101	Communications-Telephone	2,310	1,491	819
5105	Communications-ISP Website	250	175	75
5184	Janitorial Supplies	400	313	87
5185	Janitorial Services	1,700	550	1,150
5210	Insurance-Property & Liability	1,656	0	1,656
5301	Maintenance-Beach and Parks	750	0	750
5302	Maintenance-Bldgs & Improvements	500	95	405
5304	Maintenance-Equipment	0	49	(49)
5401	Memberships	125	180	(55)
5402	Marketing	0	1,231	(1,231)
5405	Miscellaneous	0	768	(768)
5410	Office Supplies	750	624	126
5415	Office Operations	0	215	(215)
5416	Lease-Accounting Software	1,935	894	1,041
5420	Training-Administrative	750	443	307
5425	Postage	400	295	105
5426	Printing Services	500	846	(346)
5427	Supplies	350	51	299
5428	Food	0	216	(216)
5501	Professional Fees-Web	750	671	79
5520	Administrative Services	19,800	7,712	12,088
5521	Training Costs-Other	0	58	(58)
5535	Event Promotion/Advertising	0	306	(306)
5540	LAFCO Charges	150	0	150
5550	Legal Services	15,000	3,635	11,365
5555	Professional Services-Auditor	10,086	6,687	3,399
5556	Professional Services-Accounting	3,300	5,805	(2,505)
5560	Professional Fees-Other	0	2,642	(2,642)
5570	Service Fee-PayPal	75	55	20
5575	Bank Service Fees	0	15	(15)
5590	Gas and Oil	1,750	761	989
5591	Equipment Rentals	0	582	(582)
5592	Water and Sewer	750	681	69



**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
10 - Recreation & Park - Operating  
From 7/1/2014 Through 2/24/2015  
(In Whole Numbers)

		<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
5594	Utilities	1,000	671	329
8516	Maintenance & Repair	5,000	0	5,000
9001	Contingency	<u>93</u>	<u>0</u>	<u>93</u>
	Total Expenses	<u>72,250</u>	<u>39,669</u>	<u>32,581</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
40 - Recreation & Parks - Water Operations  
From 7/1/2014 Through 2/24/2015  
(In Whole Numbers)

		YTD Budget - Original	Current Year Actual	YTD Budget Variance - Original
	Revenue			
4010	Direct Charges-Current Year	122,000	71,006	(50,994)
4061	Direct Charges -Prior Year	0	1,223	1,223
4101	Interest Pooled Cash -Sonoma County	250	1	(249)
4110	Interest Earned-Wells Fargo Bank	0	234	234
4310	Sales of Water-Residential	220,000	127,479	(92,521)
4625	Transfers-Within Fund In	30,000	0	(30,000)
	Total Revenue	372,250	199,943	(172,307)
	Expenses			
5101	Communications-Telephone	990	0	990
5105	Communications-ISP Website	250	58	192
5210	Insurance-Property & Liability	3,862	0	3,862
5401	Memberships	125	70	56
5402	Marketing	0	19	(19)
5405	Miscellaneous	0	54	(54)
5410	Office Supplies	500	721	(221)
5415	Office Operations	500	166	334
5416	Lease-Accounting Software	1,935	894	1,041
5420	Training-Administrative	750	443	307
5425	Postage	150	43	107
5426	Printing Services	500	512	(12)
5501	Professional Fees-Web	750	119	631
5515	Contract Services-Water Operations	95,000	59,879	35,121
5520	Administrative Services	14,500	8,122	6,378
5521	Training Costs-Other	0	58	(58)
5540	LAFCO Charges	545	0	545
5550	Legal Services	15,000	1,544	13,456
5555	Professional Services-Auditor	11,004	6,687	4,317
5556	Professional Services-Accounting	7,700	5,192	2,508
5560	Professional Fees-Other	0	1,188	(1,188)
5565	Fiscal Agent Fees	300	0	300
5575	Bank Service Fees	0	(12)	12
5576	Property Tax Administration Fee	0	1,071	(1,071)
5585	Public/Legal Notices	500	315	185
5587	Water System Fees-State	2,500	2,369	131
5594	Utilities	3,000	2,945	55
8511	Maintenance & Repair	0	3,518	(3,518)
8516	Maintenance & Repair	0	549	(549)
8565	Equipment 2	5,000	0	5,000
8625	Tfr Within Fnd-Out	205,690	0	205,690
9001	Contingency	1,199	0	1,199
	Total Expenses	372,250	96,521	275,729

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
50 - Recreation & Parks - Water Capital  
From 7/1/2014 Through 2/24/2015  
(In Whole Numbers)

		<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
	Revenue			
4110	Interest Earned-Wells Fargo Bank	0	1,367	1,367
4625	Transfers-Within Fund In	<u>15,000</u>	<u>0</u>	<u>(15,000)</u>
	Total Revenue	<u>15,000</u>	<u>1,367</u>	<u>(13,633)</u>
	Expenses			
8516	Maintenance & Repair	5,000	0	5,000
8625	Tfr Within Fnd-Out	<u>30,000</u>	<u>0</u>	<u>30,000</u>
	Total Expenses	<u>35,000</u>	<u>0</u>	<u>35,000</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
60 - Recreation & Parks-DWR E58237  
From 7/1/2014 Through 2/24/2015  
(In Whole Numbers)

		<u>YTD Budget - Original</u>	<u>Current Year Actual</u>	<u>YTD Budget Variance - Original</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	0	105	105
4625	Transfers-Within Fund In	<u>97,077</u>	<u>0</u>	<u>(97,077)</u>
	Total Revenue	<u>97,077</u>	<u>105</u>	<u>(96,972)</u>
	Expenses			
7910	Long Term Debt-Principal	76,888	38,707	38,181
7911	Long Term Debt-Interest	<u>20,189</u>	<u>9,832</u>	<u>10,357</u>
	Total Expenses	<u>97,077</u>	<u>48,539</u>	<u>48,538</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
61 - Recreation & Park - Reserve DWR E58237  
From 7/1/2014 Through 2/24/2015  
(In Whole Numbers)

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

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
70 - Recreation & Park - USDA Debt Fund  
From 7/1/2014 Through 2/24/2015  
(In Whole Numbers)

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

**February 13, 2015**

**RE: CAMP MEEKER PAST DUE ACCOUNTS**

- **Accounts 4, 5, 15, 22, 31, 36, 60, 63, 64, 70, 88, 94, 105, 111, 129, 133, 139, 140, 141, 145, 148, 161, 164, 178, 179, 180, 182, 183, 190, 192, 198, 221, 223, 231, 240, 249, 252, 265, 269, 277, 301, 337 and 362:** Past due notices will be sent on February 23 and lock off is scheduled for March 9, 2105.
- **Accounts 6, 19, 103, 150, 203, 220, 224, 226, 264, 278, 293, 295 and 318:** Some payments are on their way, and lock off has been rescheduled to February 17, 2015.

**CAMP MEEKER RECREATION AND PARK DISTRICT  
PAST DUE REPORT**

Feb-15

ACCT #	CURRENT	1 - 30.	31 - 60	60+	LAST PAYMENT	TOTAL
1	40.00	2.00			40.02 2/6/15	42.00
4	131.88	114.58	0.98		211.00 1/23/15	247.44
5	42.10	40.78			42.22 12/30/14	82.88
6	53.54	45.08	43.66		300.00 11/25/14	142.28
15	49.37	48.28			163.03 12/16/14	97.65
19	54.24	53.61	49.10	0.47	163.00 12/2/14	157.42
22	46.18	49.93			92.19 1/16/15	96.11
28	46.30	1.22			50.00 1/13/15	47.52
31	42.10	42.00			40.00 1/9/15	84.10
36	45.46	48.80			92.34 1/9/15	94.26
55	49.96	0.04			100.00 1/16/15	50.00
60	46.25	44.28			87.80 12/23/14	90.53
63	42.00	40.04			40.00 12/23/14	82.04
64	42.02	40.38			40.00 12/23/14	82.40
70	44.19	45.07			90.00 1/20/15	89.26
88	45.90	45.58			41.72 12/30/14	91.48
93	40.00	0.10			82.00 12/16/14	40.10
94	59.61	116.10			160.00 2/3/15	175.71
103	52.70	54.68	47.38		119.03 1/6/15	154.76
105	44.63	42.54			86.44 12/30/14	87.17
111	41.28	25.59			100.00 1/23/15	66.87
129	42.86	42.08			44.50 1/30/15	84.94
133	45.75	50.56	0.37		134.00 1/9/15	96.68
139	44.95	27.36			65.00 1/23/15	72.31
140	57.55	57.92			200.00 1/13/15	115.47
141	46.79	45.40			135.68 12/30/14	92.19
145	45.18	40.38	7.59		35.41 12/16/14	93.15
148	44.44	44.83			44.58 1/9/15	89.27
150	44.20	42.17	41.00		91.77 12/12/14	127.37
154	60.68	61.62	351.98		80.02 1/27/15	474.28
161	44.78	43.12			90.00 12/23/14	87.90
164	47.38	49.64			90.76 1/6/15	97.02
178	48.27	44.62			45.14 2/3/15	92.89
179	42.36	33.25			90.00 12/16/14	75.61
180	50.47	20.23			50.00 2/3/15	70.70
182	53.03	48.53			100.00 2/6/15	101.56
183	49.17	51.79			48.28 1/9/15	100.96
190	42.08	41.62			32.48 1/6/15	83.70
192	43.82	47.99			131.05 1/6/15	91.81
198	46.86	47.24			46.02 1/9/15	94.10
203	72.24	61.78	20.01		91.00 1/9/15	154.03
210	44.22	0.56			45.00 1/23/15	44.78
220	91.10	101.62	92.49	82.21	90.00 1/16/15	367.42
221	46.71	45.86			47.82 12/30/14	92.57
223	43.63	43.86			44.82 1/9/15	87.49
224	45.00	42.86	41.10		137.35 12/5/14	128.96
226	47.88	45.81	48.26		88.47 12/9/14	141.95
231	43.97	43.38			42.58 12/30/14	87.35
240	44.11	45.34			43.56 1/6/15	89.45
249	47.81	44.26			93.00 12/23/14	92.07
252	55.01	55.84			72.35 2/13/15	110.85
264	47.79	46.31	50.62		89.96 12/23/14	144.72
265	48.39	50.60			53.90 1/9/15	98.99
269	44.20	40.33			46.46 12/30/14	84.53
277	50.00	47.52			47.60 12/30/14	97.52
278	46.31	44.11	42.01	40.11	84.10 10/21/14	172.54
293	48.54	47.52	45.28		148.72 11/21/14	141.34
295	44.54	44.32	42.21	4.20	40.00 1/23/15	135.27
301	42.00	40.00			76.48 12/30/14	82.00
318	75.15	71.82	74.92	71.43	279.77 10/21/14	293.32
337	50.50	52.42			94.77 1/20/15	102.92
362	48.13	46.58			47.76 12/30/14	94.71
	<b>3,087.56</b>	<b>2,803.73</b>	<b>998.96</b>	<b>198.42</b>		<b>7,088.67</b>

**BILLING REGISTER INFORMATION 1/31/15**

WATER	\$1,919.22	CURRENT CHARGES	\$16,846.99
SVC CHG	\$14,515.00	PAST DUE	\$2,578.63
FIRE SVC	\$60.00	OVERPAY/PREPAY	-\$13,449.56
RECONNECT			
ADJ	-\$21.40		
LATE CHGS*	\$374.17	TOTAL RECEIVABLES	\$5,976.06

**TOTAL RECEIVABLES \$16,999.39**  
**ACCOUNTS LISTED 62**



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	1,234,800	471,100	763,700	744,420	61.85	2.52	
Alliance Master Meter Union Park	363 369	FEB							
Alliance Master Meter Union Park	363 369	MARCH							
Alliance Master Meter Union Park	363 369	APRIL							
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							
	<b>TOTAL 2015</b>								
	Total 2014		19,271,400	7,141,400	12,130,000	10,964,120	65.38	9.38	
	Total 2013		20,172,800	7,044,100	13,128,700	11,884,410	65.08	9.48	
	Total 2012		20,424,200	6,667,800	13,756,400	12,470,220	67.35	9.35	
	Total 2011		19,307,170	5,925,900	13,381,200	11,916,240	69.77	10.95	OCSD Loss 8.29%
	Total 2010		20,013,990	6,461,400	13,552,500	12,579,240	67.77	7.18	OCSD Loss 12.37%
	Total 2009		21,003,900	6,427,000	14,576,900	13,189,380	69.40	8.26	OCSD Loss 7.78%
	Total 2008		23,183,499	9,129,300	14,054,199	13,184,640	60.62	6.19	OCSD Loss 16.07%
	Total 2007		22,786,000	6,904,600	15,845,400	14,103,260	69.54	11.17	OCSD Loss 10.30%

**RESOLUTION NO. 2015-001**

**CAMP MEEKER RECREATION AND PARK DISTRICT**

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

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

It is hereby certified that the foregoing Resolution was duly introduced and legally adopted by the Board of Directors of the Camp Meeker Recreation and Park District during a meeting held on the 24<sup>th</sup> day of February 2015.

**DIRECTORS**

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

TOMINIA \_\_\_\_\_

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

**SO ORDERED**  
Attested

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

February 24, 2015