



Post Office Box 461  
Camp Meeker, CA 95419  
707-874-9246  
[www.campmeeker.org](http://www.campmeeker.org)

**REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
LOCATION: ANDERSON HALL  
101 LAKESIDE, CAMP MEEKER, CA  
JULY 19, 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. June 21, 2022 Minutes
- B. Resolution Continuing Local Emergency
- C. Payment of Claims
- D. Journal Entry Approval
- E. Administrative and Financial Report

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

- A. System Operations

**VIII. ACTION ITEMS**

**A. WATER CUSTOMER ACCOUNT LATE CHARGES**

(John McDaniel, 10 minutes)

DESCRIPTION: The moratorium of water shutoff and late charges established as a result of the COVID pandemic was ended on March 31, 2022. Director McDaniel will review the process with respect to billing of late charges and collection of delinquent customers.

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

- B. WATER CONNECTION APNS 074-100-010, 074-100-051 ACREAGE LANE  
PARCEL OWNERS: ELLA/BOB ROZETT & SCHRAG/VOGT (RRU Staff, 5 minutes)  
DESCRIPTION: The Rozetts contacted Russian River Utility to inquire about costs for the hookups for properties on Acreage Lane. Russian River Utility has advised the Rosetts that their query is beyond the scope of RRU's scope of work and requires consultation with an engineer regarding costs and feasibility to connect for properties.  
PROPOSED ACTION: The Board may/may not take further action regarding this issue.
- C. CAMP MEEKER VOLUNTEER FIRE LEASE AGREEMENT  
(Chief Henry Baker or Jim Stephens, 10 minutes)  
DESCRIPTION: The Camp Meeker Volunteer Fire District current has a lease with the District for its site, Chief Baker or Jim Stephens will discuss the current fire department lease.  
PROPOSED ACTION: The Board may take further action regarding this issue.
- D. RESOLUTION 2022-009: CONFLICT OF INTEREST POLICY  
DESCRIPTION: The Sonoma County Board of Supervisors approved the Camp Meeker Recreation & Park District's Conflict of Interest Code in 1984. It was fairly simplistic and required Board members alone disclose financial interests on FPPC Annual Form 700. In the thirty-six years since the initial Code was adopted, the District has revised its Conflict of Interest Code with to include projects/tasks are handled by consultants rather than by Board members (i.e., District Counsel, Engineers, Water Operator, CPA, and other consultants) and relevant staff. The Political Reform Act requires every agency to review its Conflict of Interest Code biennially (every two years) and to notify the code reviewing body (Sonoma County Board of Supervisors).  
PROPOSED ACTION: The Board may/may not approve its current Conflict of Interest Code and/or determine that amendment is necessary and submit to the County of Sonoma eDisclosure system by the required dates.

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 Districts website at the following address:

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



Post Office Box 461  
Camp Meeker, CA 95419  
707-874-9246  
[www.campmeeker.org](http://www.campmeeker.org)

**REGULAR MEETING  
OF THE  
BOARD OF DIRECTORS  
JUNE 21, 2022 7:00 P.M.  
MINUTES**

**I. CALL TO ORDER**

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

**II. ROLL CALL**

Directors Helfrich, McDaniel, Larsen, Tominia, and Watson were present. Director Tominia entered the meeting at 7:09 p.m.

**III. APPROVAL OF AGENDA**

A motion was made by Valery Larson, and seconded by John McDaniel approve the agenda with the removal of Item H: Closed Session Regarding Property Negotiations.

Directors Helfrich, Larson, McDaniel, and Watson voted to approve the agenda with the removal of Item H. Director Tominia was absent for the vote.

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

The motion was approved.

**IV. STATEMENTS OF ABSTENTION**

There were no statements of abstention.

**V. PUBLIC COMMENT**

There was no public comment.

The Public may address the Board of topics NOT covered by this agenda. Testimony is limited to three minutes. Please state your first and last names clearly so that it can be correctly entered in the minutes.

**VI. CONSENT ITEMS**

**A. Approval of Minutes**

**1. May 17, 2022 Minutes**

As there were no corrections, additions or deletions to the minutes of May 17, 2022, a motion was made by Valery Larson, and seconded by John McDaniel to approve the May 17, 2022 minutes as submitted.

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

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

The motion was approved.

B. Payment of Claims

A motion was made by Gary Helfrich, and seconded by Valery Larson to approve the June 21, 2022 warrant request 2021/2022-012 as follows:

2021-2022-012	RP-June 2022	7,489.13
\$29,990.74	Water-June 2022	22,501.61

Wells Fargo Bank Operating Checks 2346-2356 in payment of District expenses for the current month, and Bank of the West checks 750-751 in payment of water revenue transfers for May 2022 water receipts.

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

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

The motion was approved.

C. Journal Entry Approval

There were no journal entries.

D. Administrative and Financial Report

Ms. Doran-Girard reported that the appropriate documents have been forwarded to the Assessor's office to obtain the Direct Charge processing data, the SCIF policy premium has been paid via the District's Visa card, and reviewed the SDRMA By-Law revisions letter, and premium revisions.

VII. REPORT OF THE WATER SYSTEM OPERATOR System Operations

Director McDaniel expressed concern regarding late charges for past due accounts. He was advised by Ms. Voet that they will be billed in July. As a result of recent queries regarding new water system connections, the Board briefly reviewed connection Fees (which are listed in the District's water code) and Director Helfrich stated that requirement to apply for water service includes a determination of whether the parcel is within the District's service area; and, additionally documentation of a building permit for a single home, and a septic sign-off.

Treatment For Minerals (Staining and Scale)

Director Helfrich requested that Ms. Voet confirm that the system to remove scale and minerals from the Camp Meeker water is operative. John McDaniel will provide information regarding present water mineral content.

Director Tominia entered the meeting at 7:12 p.m.

VIII. ACTION ITEMS

A. REGULAR MEETING LOCATION

DESCRIPTION: The Board discussed the location of the regular monthly meeting that is presently held at Anderson Hall to accommodate social distancing. The acoustics in the hall are such that it may be difficult for the public, Directors and/or staff to hear meeting discussion clearly. The District office and continuing emergency electronic meetings were discussed as an alternative option. The July meeting will be at Anderson Hall.

**ACTION:** A motion was made by Gary Helfrich and seconded by John McDaniel that the Board hold its regular meeting at the District office effective August 2022. Further, that the resolution for a continuing emergency be included in the monthly regular meeting agenda/consent items so that in the event that COVID regulations and circumstances change, the electronic meeting option resolution may be implemented if needed. The resolution has to be adopted for future month meetings and cannot be adopted in the same month as the meeting it covers.  
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 126, APN 075-130-027, 178 St. Dorothy's Avenue, Owner: St. Dorothy's Rest**

**DESCRIPTION:** St. Dorothy's experienced a cracked gasket at the address listed which was replaced by their maintenance staff. After the replacement, it was found that there was still a leak from the meter and St. Dorothy's staff state in the email (attached to Board info) that the bill is a hardship impacting camp operations finances. In July 2012 the Board issued a credit for unexplained high use in the amount of \$2,222.22. The amount of credit for this incident amounts to \$780.45.

**ACTION:** A motion was made by Anthony Tominia, and seconded by Valery Larson to approve a waiver for St. Dorothy's Rest, Account 126, APN 075-130-027 in the amount of \$780.45 contingent upon receiving documentation of the repair in the form of a staff time log or receipts for expenses related to the repair.  
Directors Helfrich, Larson, McDaniel, Tominia, and Watson voted yes.  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0  
The motion was approved

**C. LEAK ADJUSTMENT ACCOUNT 347, APN 075-290-028, 116 Sylvania Heights, Owner: Lois Kelley, (Russian River Utility staff, 5 minutes)**

**DESCRIPTION:** Lois Kelley, the owner of 16 Sylvania Heights experienced a leak in the piping and per her letter and receipts is requesting an adjustment in the amount of \$5,182.58. The property is rented to family members who were present at the meeting.

**ACTION:** A motion was made by Anthony Tominia, and seconded by John McDaniel to approve a waiver for Lois Kelley, 16 Sylvania Heights, Account 347, APN 075-290-028 in the amount of 5182.58 contingent upon review of documentation received however, left out of the Board information packet.

Directors Helfrich, Larson, McDaniel, Tominia, and Watson voted yes.  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0  
The motion was approved.

**D. UPDATE: PLAYGROUND/PER CAPITA GRANT**

**DESCRIPTION:** The subcommittee provided a brief status report the Dutch Bill playground renovation, and was advised that the Deed Restriction is being pursued.

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

**E. RESOLUTION 2022-006: APPROVAL OF DISTRICT APPROPRIATION LIMIT  
JULY 1, 2022 THROUGH JUNE 30, 2023.**

**DESCRIPTION:** California State law requires the District, annually, to choose an appropriations (spending) limit and the method by which the limit is determined. This law was adopted by the California voters through the Initiative Process in 1979. It was known as Prop 4, and it basically adds further limits on taxation limits under Prop 13. The way the annual Appropriations Limit law works, a District may not levy taxes greater than the prior year, adjusted for a cost-of-living factor. Since Camp Meeker never spends more than its allowed Appropriations Limit [i.e., your District runs on less tax dollars than otherwise allowed], this Annual Appropriations Limit process is largely a formality for the District and its Board. The Appropriations Limit does, however, serve as the maximum amount of tax dollar generated money that can be spent by the District. Traditionally, the District has used the standardized appropriations limit calculations provided by the County of Sonoma auditor's office. Note that this limit applies only to the District's tax dollars, and does not set a limit on grant or the "enterprise" sourced revenues (i.e., the dollars you pay for water). The County of Sonoma Auditor recommends that the District's limit be established at \$343,829.00 for the fiscal year ending June 30, 2023.

**ACTION:** A motion was made by Gary Helfrich, and seconded by Valery Larson that the Board approve Resolution 2022-006 establishing the District's appropriation's limit of \$343,829.00 for the fiscal year ending June 30, 2023.

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

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

The motion was approved.

**F. RESOLUTION 2022-007: APPROVAL OF PRELIMINARY BUDGET FOR FISCAL YEAR  
COMMENCING JULY 1, 2022 AND ENDING JUNE 30, 2023.**

**DESCRIPTION:** John McDaniel provided an overview of the proposed proposed preliminary budget for the fiscal year ending June 30, 2023, which California law requires adopted by June 30, 2022.

**ACTION:** A motion was made by Gary Helfrich and seconded by John McDaniel that the Board approve Resolution 2022-007, Approval of Preliminary Budget for the fiscal year ending June 30, 2023.

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

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

The motion was approved.

**G. RESOLUTION 2022-008 REVIEW OF INSURANCE COVERAGE LIMITATIONS FOR THE  
FISCAL YEAR 2022-2023; AND, APPROVAL OF COVERAGE LIMITATIONS AND CARRIER  
PAYMENT**

**DESCRIPTION:** The Board reviewed the insurance coverage limitations provided by SDRMA for the fiscal year 2022-2023. Past years coverage limitations were set at 5 million dollars to provide the District with coverage appropriate to its assets/activities. Any increase in coverage limitations requires an application for increase to SDRMA and subsequent approval by SDRMA. Premium for the 2022-2023 fiscal year is \$9,519.34.

ACTION: A motion was made Anthony Tominia, and seconded by Valery Larson to approve Resolution 2022-008 setting coverage limitations of 5 million dollars and approving carrier payment of \$9,519.34.

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

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

The motion was approved.

#### I. CSDA ELECTION BAY AREA NETWORK SEAT B

DESCRIPTION: The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Board Members are elected from six geographical networks. The District is a member of the Bay Area network. Candidate information provided in Board information documents. Individuals running for Seat B are:

Ryan Clausnitzer, General Manager, Alameda County Mosquito Abatement

Matthew L. Fuzie, Livermore Area Recreation & Park District

ACTION: A motion was made by Gary Helfrich, and seconded by to authorize the District Administrator to cast the Board's electronic vote for Matt Fuzie as candidate for Seat B, CSDA Board of Directors.

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

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

The motion was approved.

#### J. ANNEXATION OF CMVFD ANNEXATION DRAFT CORRESPONDENCE

DESCRIPTION: Director Helfrich advised that he has not prepared the draft letter to the Sonoma County Board of Supervisors regarding the annexation of the Camp Meeker Volunteer Fire Department by Gold Ridge and lack of public input or notification regarding the decision process with respect to the choice of Gold Ridge or other options: and, parcel charges to Camp Meeker property owners. Director Tominia stated that the CMVFD Chief and/or Board have said they would attend the Board meeting to discuss annexation.

ACTION: No action was taken.

#### K. STATE WATER RESOURCES CONTROL BOARD (SWRCB) CORRESPONDENCE

DESCRIPTION: The State Water Resources Control Board has written to encourage partnerships in small water systems in order to increase water resiliency and address infrastructure costs.

SWRCB is providing educational and informational partnership training. (see correspondence in Board informational packet).

ACTION: No action was taken regarding this matter.



X. DIRECTORS' REPORTS

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

**PROPOSED ACTION: No action or discussion to take place**

Director Tominia informed the Board of various equipment donations related to landscape maintenance and chipper tasks were given to Safer West County and Fire Safe Occidental.

XI. 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 John McDaniel that the June 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 7:56 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2022.06.21draftminutescdg1.docx



RESOLUTION NO. 2022-010 (SUBSEQUENT)

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMP MEEKER RECREATION AND PARK DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE CAMP MEEKER RECREATION AND PARK DISTRICT FOR THE PERIOD AUGUST 1, 2022 THRU AUGUST 31, 2022 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the CAMP MEEKER RECREATION AND PARK DISTRICT is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of CAMP MEEKER RECREATION AND PARK DISTRICT's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted a Resolution, Number 2021-017 on October 19, 2021, Resolution Number 2021-018 on November 16, 2021, Resolution 2021-019 on December 14, 2021, Resolution 2022-001 on January 18, 2022, and Resolution 2022-003 on February 15, 2022 finding that the requisite conditions exist for the legislative bodies of CAMP MEEKER RECREATION AND PARK DISTRICT to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, A STATE OF EMERGENCY REMAINS ACTIVE – DESCRIBED IN GOVERNOR NEWSOM’S MARCH 4, 2020 PROCLAMATION HERE; and

WHEREAS, ORDERS FROM STATE OR SONOMA COUNTY OFFICIALS IMPOSING OR RECOMMENDING SOCIAL DISTANCING MEASURES DESCRIBE HOW MEETING IN PERSON WOULD PRESENT IMMINENT RISK TO HEALTH AND SAFETY OF ATTENDEES; and

WHEREAS, the Board of Directors does hereby find that THE MARCH 4, 2020 STATE OF EMERGENCY, **AND**, SOCIAL DISTANCING ORDERS **OR** CONDITIONS CAUSING IMMIMENT RISK TO ATTENDEES has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California RATIFY SONOMA COUNTY ORDERS FOR SOCIAL DISTANCING; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative bodies of CAMP MEEKER RECREATION AND PARK DISTRICT shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, MEETINGS WILL BE CONDUCTED UTILIZING THE ZOOM APPLICATION INCLUDING ACCESS TO INSURE ACCESS BOTH BY DIGITAL DEVICES INCLUDING TELEPHONE FOR THE PUBLIC.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE CAMP MEEKER RECREATION AND PARK DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and SOCIAL DISTANCING ORDERS established by the County of Sonoma and/or the State of California **and that meeting in person would present imminent risk to vulnerable individual members of the public increasing the likelihood of transmission of the COVID-19 virus** from those members of the public who have chosen to be unvaccinated.

Section 3. Re-ratification of Governor’s Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California’s Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The staff and Board members and legislative bodies of Camp Meeker Recreation and Park District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution and the following amendment shall take effect immediately upon its adoption and shall be effective until the earlier of (i) December 31, 2021, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Camp Meeker Recreation and Park District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Camp Meeker Recreation and Park District, this 19th day of July, 2022, by the following vote:

AYES:                      NOES: ABSENT:                      ABSTAIN:

\_\_\_\_\_  
John McDaniel, Secretary/Treasurer

Vote	Yes	No
Tominia		
Helfrich		
McDaniel		
Larson		
Watson		

---

---

**CHERYL DORAN GIRARD  
CLIENT MEMORANDUM**

---

---

**TO:** CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS  
**FROM:** CHERYL DORAN GIRARD  
**SUBJECT:** JULY 19, 2022 WARRANTS AND FINANCIAL INFORMATION  
**DATE:** JULY D 15, 2022

Financial Statements and Warrant Detail in the board packet following this memorandum provide information available through July 15, 2022.

2022/2023-001	RP-July 2022	4,692.66
\$20,301.57	Water-July 2022	15,608.91

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

The financial statements revenue and expenses are reflective of vendor invoices received through 06/14/2022. There will be one additional P&L presented to the Board in August for the conclusion of the 2021-2022 fiscal year. The final year end financials will incorporate all information received through the end of July.

Check registers included in the financial packet include all checks written since the last warrant approval.

All bank reconciliations are in process. The parcel data for direct charges was received June 14. The completed review, data publication and public hearing need to be submitted early August. I have asked the County for an extension (as the District has had in past years) to be able to hold the public hearing at the August meeting eliminating the need for a separate session of the Board.

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

**CAMP MEEKER RECREATION AND PARK DISTRICT**

WARRANT REQUEST # 2022-2023-001

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
CMRPD Water System	99.00	99.00		June Water
Doran-Girard, Cheryl	7,290.00	1,386.00	1,944.00	Consulting-June/July 2022
Doran-Girard, Cheryl		864.00	1,296.00	Consulting-June/July 2022
Doran-Girard, Cheryl		405.00	495.00	Consulting-June/July 2022
Doran-Girard, Cheryl		450.00	450.00	Consulting-June/July 2022
McPhail Fuel	127.62	127.62		Propane -District Office
Perry Johnson	1,035.00	727.50	37.50	Legal Services--General
Perry Johnson		270.00		St. Dorothy's/ Purchase
PGE	93.12	93.12	-	Electric Service
Russian River Utility	11,272.65	-	9,120.75	Contract Services
Russian River Utility	-	-	1,266.90	Electric Service Wtr System
Russian River Utility			885.00	Sylvania Meter Relocation
US Bank	384.18		-	Hall Maintenance
US Bank	-	209.18	52.52	Communications
US Bank		22.50	22.50	Website Hosting/Maintenance
US Bank		38.74	38.74	Staples: Print/Office Supplies
	-			
	<u>20,301.57</u>	<u>4,692.66</u>	<u>15,608.91</u>	-

DIRECTOR APPROVAL:

DATE:

7/19/22

---

---

---

---

---



**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - CDG-Current Register  
1010 - Cash In Wells Fargo Bank-Operating  
From 6/22/2022 Through 7/19/2022

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
2358	System Generated Check/Vo...	Camp Meeker Wa...	7/19/2022	99.00
2359	System Generated Check/Vo...	Cheryl Doran-Girard	7/19/2022	7,290.00
2360	System Generated Check/Vo...	McPhail Fuel Com...	7/19/2022	127.62
2361	System Generated Check/Vo...	P G & E	7/19/2022	93.12
2362	System Generated Check/Vo...	Perry Johnson An...	7/19/2022	1,035.00
2363	System Generated Check/Vo...	Russian River Utility	7/19/2022	11,272.65
2364	System Generated Check/Vo...	US Bank	7/14/2022	<u>384.18</u>
		Total 1010 - Cash In Wells Fargo Bank-Operating		20,301.57



**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - CDG-Current Register  
1030 - Cash in Bank of the West-Water  
From 6/22/2022 Through 7/19/2022

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
752	Water Receipts Transfer--Ju...	Camp Meeker Rec...	7/19/2022	2,000.00
753	Water Receipts Transfer 6/3...	Camp Meeker Rec...	7/19/2022	<u>22,500.00</u>
		Total 1030 - Cash in Bank of the West-Water		24,500.00
				<u>                    </u>
Report Total				<u><u>44,801.57</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	3,300	1,300
4215	Rental Fees-Other	1,900	1,900	(0)
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>98,658</u>	<u>(148,242)</u>
Expenditures				
5010	Director Stipend	720	690	30
5017	Worker Compensation Insurance	1,500	831	669
5101	Communications-Telephone	1,100	1,114	(14)
5105	Communications-ISP Website	750	533	217
5110	Communications-Website Other	500	552	(52)
5112	Communications-WiFi	1,100	1,013	87
5184	Janitorial Supplies	500	100	400
5185	Janitorial Services	1,950	320	1,630
5210	Insurance-Property & Liability	8,000	2,854	5,146
5401	Memberships	300	252	49
5405	Miscellaneous	850	1,150	(300)
5410	Office Supplies	750	731	19
5416	Lease-Accounting Software	1,650	1,243	407
5420	Training-Administrative	150	0	150
5425	Postage	75	61	14
5426	Printing Services	1,000	118	882
5427	Supplies	750	53	697
5501	Professional Fees-Web	650	343	308
5520	Administrative Services	21,000	17,051	3,949
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	9,729	5,271
5555	Professional Services-Auditor	9,500	5,049	4,452
5556	Professional Services-Accounting	14,000	17,388	(3,388)
5570	Service Fee-PayPal	250	15	235
5571	Late Fees	0	12	(12)
5575	Bank Service Fees	0	287	(287)
5576	Property Tax Administration Fee	1,000	1,199	(199)
5577	Recording-Filing Fees	0	53	(53)
5590	Gas and Oil	1,500	500	1,000
5591	Equipment Rentals	0	136	(136)
5592	Water and Sewer	1,500	1,036	464
5594	Utilities	1,450	960	490

**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>71,545</u>	<u>175,355</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>27,113</u>	<u>27,113</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>139</u>	<u>139</u>
	Total Revenue	<u>0</u>	<u>139</u>	<u>139</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>139</u>	<u>25,139</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)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
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	225,000	(25,000)
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>350,851</u>	<u>(179,149)</u>
Expenditures				
5017	Worker Compensation Insurance	1,200	833	367
5101	Communications-Telephone	500	514	(14)
5105	Communications-ISP Website	300	267	33
5110	Communications-Website Other	300	217	83
5210	Insurance-Property & Liability	5,000	6,665	(1,665)
5401	Memberships	250	252	(2)
5405	Miscellaneous	0	106	(106)
5410	Office Supplies	850	926	(76)
5416	Lease-Accounting Software	1,750	1,243	507
5420	Training-Administrative	200	0	200
5425	Postage	300	270	30
5426	Printing Services	0	177	(177)
5427	Supplies	150	12	138
5501	Professional Fees-Web	200	318	(118)
5515	Contract Services-Water Operations	150,000	104,771	45,229
5520	Administrative Services	21,000	18,805	2,195
5540	LAFCO Charges	850	683	167
5550	Legal Services	16,500	11,047	5,453
5555	Professional Services-Auditor	12,100	4,698	7,402
5556	Professional Services-Accounting	16,800	18,085	(1,285)
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)
5590	Gas and Oil	0	64	(64)
5594	Utilities	12,500	9,846	2,654
8511	Maintenance & Repair	0	1,808	(1,808)
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>244,964</u>	<u>285,036</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>105,886</u>	<u>105,886</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	807	807
4260	Reimbursements	0	5,800	5,800
4625	Transfers-Within Fund In	<u>50,000</u>	<u>81,920</u>	<u>31,920</u>
	Total Revenue	<u>50,000</u>	<u>88,526</u>	<u>38,526</u>
	Expenditures			
5575	Bank Service Fees	0	414	(414)
8625	Tfr Within Fnd-Out	<u>150,000</u>	<u>64,166</u>	<u>85,834</u>
	Total Expenditures	<u>150,000</u>	<u>64,580</u>	<u>85,420</u>
	Excess of Income Over (Under) Expense	<u>(100,000)</u>	<u>23,946</u>	<u>123,946</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>



CAMP MEEKER RECREATION & PARK DISTRICT					
--	--	--	--	--	--

[illegible][illegible]

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

7/7/2022

RE: CAMP MEEKER PAST DUE ACCOUNTS

**Payments on hand: 218**

Account	Total due	over 30 days	Notes
24	\$ 252.22	\$ 203.06	Left message
50	\$ 170.24	\$ 112.84	Will pay next week
60	\$ 283.28	\$ 227.80	Left message
80	\$ 217.98	\$ 163.02	Phone disconnected
113	\$ 401.72	\$ 349.90	New owner called. Said he will pay.
127	\$ 357.90	\$ 307.28	Left messages
140	\$ 701.57	\$ 643.07	Never sent money order as promised. No phone number
149	\$ 347.56	\$ 296.88	Making small monthly payments.
161	\$ 970.96	\$ 919.72	Will bring a payment on Friday
174	\$ 344.58	\$ 290.68	Left messages
184	\$ 603.72	\$ 546.40	Phone disconnected
220	\$ 323.94	\$ 233.99	Left message
224	\$ 250.32	\$ 201.32	Keep getting a busy signal
286	\$ 220.74	\$ 165.68	Will pay online
298	\$ 243.88	\$ 182.40	Left message
311	\$ 248.94	\$ 198.16	Wrong number

Past Due Accounts: Past due notices went out July 7, 2022. Final notices will go out July 21, 2022. Lock offs will take place on August 9, 2022.

# PAST DUE LIST

## CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
1	1	49.08	49.14	0.06		245.32 1/24/22	98.28
12	1	72.65	76.55	58.38		168.24 4/21/22	207.58
24	1	49.16	52.32	50.58	100.16	100.00 4/26/22	252.22
45	1	53.84	52.56	36.12		200.00 4/13/22	142.52
50	1	57.40	52.78	53.64	6.42	100.00 6/21/22	170.24
60	1	55.48	57.26	58.02	112.52	362.98 3/15/22	283.28
89	1	54.96	54.96	54.22	53.84	108.02 5/24/22	217.98
105	1	57.64	74.60	52.16		102.16 5/16/22	184.40
113	1	51.82	50.72	52.92	246.26	49.02 11/22/21	401.72
127	2	50.62	51.96	50.84	204.48	200.78 1/27/22	357.90
129	2	54.22	52.50	24.60		55.00 5/30/22	131.32
133	2	49.00	49.36	49.20		49.12 4/19/22	147.56
134	2	56.82	53.28	51.70	0.04	237.00 4/27/22	161.84
135	1	53.10	52.80	53.14	0.01	53.25 5/16/22	159.05
140	2	58.50	58.36	57.78	526.93	300.00 1/28/22	701.57
149	2	50.68	49.38	49.26	198.24	175.00 6/30/22	347.56
158	2	50.42	50.62	5.00		200.00 6/13/22	106.04
161	2	51.24	50.86	50.50	818.36	40.00 7/6/22	970.96
164	2	53.98	53.64	53.34		107.70 5/20/22	160.96
174	2	53.90	54.88	54.38	181.42	250.00 2/7/22	344.58
184	2	57.32	58.94	57.84	429.62	100.00 3/7/22	603.72
204	2	49.62	51.20	1.51		176.00 4/15/22	102.33
208	2	50.72	51.12	51.04		51.30 4/26/22	152.88
218	2	62.44	62.32	62.24	35.30	215.34 2/21/22	222.30
220	2	89.95	85.83	79.00	69.16	184.56 4/11/22	323.94
224	2	49.00	49.00	49.00	103.32	200.00 11/15/21	250.32
264	2	54.04	53.12	50.56		55.00 6/13/22	157.72
286	2	55.06	55.30	55.38	55.00	109.86 4/21/22	220.74
290	2	72.50	74.60	64.78		659.65 4/26/22	211.88
295	2	49.84	49.62	48.18		50.00 5/20/22	147.64
298	2	61.48	67.70	58.86	55.84	214.76 3/14/22	243.88
309	2	54.48	57.24	52.14		158.66 4/14/22	163.86
311	2	50.78	50.76	49.02	98.38	120.57 3/9/22	248.94
330	1	64.85	62.08	57.64		113.82 5/23/22	184.57
334	1	49.02	49.06	49.06		99.40 5/5/22	147.14
339	1	49.00	49.00	48.88		288.00 4/21/22	146.88
342	1	105.85	99.70	94.23		67.68 4/19/22	299.78
347	1	128.86	5,236.20	149.14		102.62 6/22/22	256.48
Total Receivables:		25,944.42	(3,018.40)	1,994.34			
Accounts Listed:		38	7,361.32	3,295.30			\$9,632.56

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	1,396,080	463,530	932,550	857,110	66.79%	8.09%	
Alliance Master Meter Union Park	363 369	JUNE	1,505,370	598,640	906,730	935,040	60.23%	3.12%	
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 2022</b>		7,770,500	2,786,890	4,983,610	4,516,010	64.13%	9.38%	

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



C Doran Girard &lt;cdgirard.work@gmail.com&gt;

---

**Item for July Agenda [Fwd: cost of hooking 2 parcels into your system]**

---

**rruwater@sonic.net** <rruwater@sonic.net>

Fri, Jul 1, 2022 at 10:06 AM

To: CAMP MEEKER - Cheryl Doran-Girard &lt;cdgirard.work@gmail.com&gt;, CAMP MEEKER - John McDaniel &lt;jalfredmcdaniel@gmail.com&gt;, CAMP MEEKER - Tony Tominia &lt;tonytominia@gmail.com&gt;

Cc: bobrozett@gmail.com, ella@interfaithmary.net

Hello,

Please include this email below under New Business in the July agenda.

I have also mailed a copy of this request to PO Box 461 on 7/1/22.

The Rozetts' request is beyond RRU's scope of work and may require consulting with an engineer to give a quote and feasibility.

Thank you,

Stephanie

----- Original Message -----

Subject: cost of hooking 2 parcels into your system

From: "Ella Rozett" &lt;ella@interfaithmary.net&gt;

Date: Thu, June 30, 2022 12:14 pm

To: "Russian River Utility" &lt;rruwater@sonic.net&gt;

"Bob Rozett" &lt;bobrozett@gmail.com&gt;

-----  
To whom it may concern,

Is this the correct email for contacting Jamie Dunton? My ex-husband Bob Rozett has been talking to him about the possibility of hooking several properties on Acreage Lane in Occidental (see ap map that Robert Sherod sent us in January '21) into your system. Our parcels are numbers 10, 11, 50, and 51.

In order to consider possible next steps, we need to have an approximate ball park idea of what it would cost to do what Jamie said would need doing, i.e. open up our one lane street to lay pipes for about 250 feet and install a pump station and hydrant on our (soon to be Bob's) property. Bob would want 2 of our parcels to hook into your system and 2 more to just get stubs so they can maybe hook up to your system at some later point.

So far the neighbors all assume that the whole project will be too expensive to participate in, but an actual figure from your end may be able to sway some of them.

You can reach me by email only, but Bob also by phone: home: 874-3397,

cell: 239-4607

Sincerely,

Ella Rozett

Russian River Utility  
PO Box 730  
7131 Mirabel Road  
Forestville, CA 95436  
Tel: 707-887-7735  
Fax: 707-887-9445  
Email: [rruwater@sonic.net](mailto:rruwater@sonic.net)



**74-100- ap map.pdf**

746K



C Doran Girard &lt;cdgirard.work@gmail.com&gt;

---

**Item for July Agenda [Fwd: cost of hooking 2 parcels into your system]**

---

**C Doran Girard** <cdgirard.work@gmail.com>

Fri, Jul 15, 2022 at 12:48 PM

To: Bob Rozett &lt;bobrozett@gmail.com&gt;

Cc: Russian River Utility &lt;rruwater@sonic.net&gt;, CAMP MEEKER - John McDaniel &lt;jalfredmcdaniel@gmail.com&gt;, CAMP MEEKER - Tony Tominia &lt;tonytominia@gmail.com&gt;, Ella Rozett &lt;ella@interfaithmary.net&gt;

Mr. Rozett, the Camp Meeker Board materials are completed and in process for website posting for the 7/19 meeting. This meeting will be conducted in public at Anderson Hall at 7:00 p.m. There is no electronic access component to the Board meeting. You will have to present your information/materials to the Board at that time. Ten copies are usually sufficient to provide the five Board members, staff and any members of the public that attend.

[Quoted text hidden]

--

Cheryl Doran-Girard, Administrator  
Camp Meeker Recreation and Park District  
Phone: 707-696-2876  
Email: [admin@campmeeker.org](mailto:admin@campmeeker.org)





C Doran Girard &lt;cdgirard.work@gmail.com&gt;

---

**Item for July Agenda [Fwd: cost of hooking 2 parcels into your system]**

---

**Bob Rozett** <bobrozett@gmail.com>

Fri, Jul 15, 2022 at 3:25 PM

To: C Doran Girard &lt;cdgirard.work@gmail.com&gt;

Cc: Russian River Utility &lt;rruwater@sonic.net&gt;, CAMP MEEKER - John McDaniel &lt;jalfredmcdaniel@gmail.com&gt;, CAMP MEEKER - Tony Tominia &lt;tonytominia@gmail.com&gt;, Ella Rozett &lt;ella@interfaithmary.net&gt;

Thank you for the information. Correct me if I am wrong but I don't have to bring plot maps or tax data as you have that information. It is a request to get a cost estimate for the extension of the line. I have an easement for access as things stand, across the lot to your liine next door to my property, I may have to do that sometime this year. This request is what it might cost if the line is extended for other users above the current location. I can present my request in person. Thanks for the heads up.

Bob Rozett

[Quoted text hidden]

**AMENDED AND RESTATED  
LAND LEASE AGREEMENT**  
*Camp Meeker Volunteer Fire Department*

THIS AMENDED AND RESTATED LAND LEASE ( "Lease") is made and entered into as of October 1, 2014, and supersedes and replaces in its entirety the Land Lease Agreement by the parties, dated October 1, 1999, and is by and between Landlord and Tenant, as described in the following basic lease information.

Landlord and Tenant hereby agree as follows:

**ARTICLE 1--BASIC LEASE INFORMATION**

1.1 Defined Terms. In addition to the terms, which are defined elsewhere in this Lease, the following terms shall have the following meaning:

(a) **LANDLORD: Camp Meeker Recreation and Park District**, an independent special district formed pursuant to the laws of the State of California.

(b) **LANDLORD'S ADDRESS:** 5250 Bohemian Highway P.O. Box 461  
Camp Meeker, CA 95419

(c) **TENANT: Camp Meeker Volunteer Fire Department Incorporated**, a 501(c)(3) corporation formed pursuant to the laws of the State of California.

(d) **TENANT'S ADDRESS:** 5250 Bohemian Highway P.O. Box 511  
Camp Meeker, CA 95419

(e) **LAND:** Approximately 2.87 acres of land, Assessors Parcel Number 075-300-011 which is described and depicted in Exhibit A attached hereto and incorporated herein by this reference, and which is real property owned by Landlord and located at 5250 Bohemian Highway, Camp Meeker, California ("Landlord's Property").

(f) **PERMITTED USE:** The Land may be used for the ongoing use of operating a fire department, including maintenance of an existing fire station building, expansion of the existing fire station building as needed, use of the basement area and attached generator shed of the recreation building adjacent to the fire station for storage of equipment, operate and maintain an on-site wastewater disposal system, and general use of the property for training exercises and fund raising activities. Tenant may, at its sole discretion, remove vegetation, improve drainage, improve water supply, and repair pavement as needed to protect, maintain, expand, and operate improvements owned by Tenant.

(g) **IMPROVEMENTS:** Improvements shall mean the existing fire station, generator shed and future expansion, remodel or upgrade of these structures. Tenant may not make any improvements, alterations, additions, or changes to the premises without first obtaining Landlord's prior written consent. Any such alterations shall be reasonable and relate to the needs and requirements of fire department operations. The Landlord shall not object to any such reasonable alterations.

(h) **TERM:** The term of the lease shall be thirty (30) years, commencing October 1, 1999, with an additional five (5) year automatic extension provided unless a party provides notice to the other party by the end of the twenty-ninth (29<sup>th</sup>) year (**i.e. by or before September 30, 2028**) of its intention not to extend the Lease; however, in the event that Tenant ceases using the Property for the permitted use as described in this Agreement the lease shall expire within ninety (90) days of written notice from Landlord to Tenant. The lease shall expire within ninety (90) days of written

notice from Landlord to Tenant, if Landlord and Tenant mutually agree to terminate this Agreement.

(i) COMMENCEMENT DATE: October 1, 2009 [.

(j) ANNUAL RENT: One Dollar (\$1) annually payable on or before July 1 of each year.

(k) SECURITY DEPOSIT: None

1.2 Exhibits. The following exhibits are attached to this Lease and are made part of this Lease:

Exhibit A: Description and Depiction of the Land with existing improvements.

## **ARTICLE 2--AGREEMENT AND USE**

2.1 Lease. Landlord hereby demises and leases to Tenant the Land, and Tenant shall lease the Land from Landlord, according to the terms and conditions of this Lease Agreement. The duration of this Lease will be for the Term described in section 1.1.(h).

2.2 Use. Tenant shall use the Land only for the Permitted Use. Tenant will not commit waste and will not create any nuisance. Use of sirens, lights, and other warning devices shall not be considered a nuisance, regardless of time of day or duration of use. Tenant will keep and maintain the Improvements in good condition and repair. Tenant will keep the Land free from all trash, debris, and waste. Landlord will provide Tenant with access to the Land twenty-four (24) hours per day, seven (7) days a week, three hundred sixty-five (365) days a year, subject to limitations set forth in Section 2.4 of this agreement.

2.3 Delivery of Possession. Landlord will deliver possession of the Land to Tenant on the Commencement Date, "AS-IS" in its present condition. Tenant acknowledges neither Landlord nor its agents or employees have made any representations or warranties as to the suitability or fitness of the Land for the conduct of Tenant's business or as to the physical condition of the Land, nor has Landlord or its agents or employees agreed to undertake any alterations or construct any improvements to the Land.

2.4 Access. Tenant shall be provided access to the Land, across Landlord's Property as more particularly depicted in Exhibit A (the "Parking Lot"). In accessing the Land, Tenant shall not interfere with Landlord's operations and Landlord shall not in any manner block access to the fire station or parking required for emergency response.

## **ARTICLE 3--RENT AND TAXES**

3.1 Rent. Annual Rent shall be in the sum of One Dollar (\$1) per year, paid annually on or before July 1 each year, with the first years' rent being paid by Tenant to Landlord concurrently with the signing of this lease. Annual Rent will be paid to Camp Meeker Recreation and Park District, P.O. Box 461, Camp Meeker, CA 95419, or to such other person, firm or place as Landlord may, from time to time, designated in writing.

3.2 Taxes. Landlord shall pay all property taxes.

3.3 Limitation on Liability. Landlord will not be in default under this Lease or be liable to Tenant or any other person, for direct or consequential damages, or otherwise, for any failure to supply any electricity, water, gas, security or other utilities, or for surges or interruptions of electricity, or other such services or utilities.

## **ARTICLE 4--INSURANCE**

4.1 Tenant's Insurance. At all times during the Term, Tenant will carry and maintain, at Tenant's expense, the following insurance in the amounts specified below or such other amounts as Landlord may from time to time reasonably request.

(a) Bodily injury and property damage liability insurance, with a combined single occurrence limit of not less than \$2,000,000. All such insurance will be equivalent to coverage offered by a Commercial General Liability form including, without limitation, personal injury, death of persons or damage to property occurring in, on, or about the Land, and contractual liability coverage for the performance by Tenant of the indemnity agreements set forth in this Lease;

(b) Insurance covering the Improvements, and any other personal property owned by Tenant located on or about the Land, and any leasehold improvements to the Land, in an amount not less than the full replacement cost. Property forms will provide coverage on a broad form basis insuring against "all risks of direct physical loss."

(c) Worker's compensation insurance insuring against and satisfying obligations and liabilities under the worker's compensation laws of the State of California.

4.2 Forms of the Policies. Certificates of Insurance, together with copies of endorsements, when applicable, listing Landlord and any others specified by Landlord as additional insureds, will be delivered to Landlord at least 10 days prior to the expiration of the term of each such policy. All Commercial General Liability or comparable policies maintained by Tenant will list Landlord and such other persons or entities as Landlord specifies from time to time as additional insured parties, entitling them to recover under such policies for any loss sustained by them, their agents and employees. All such policies maintained by Tenant will provide that they may not be terminated nor may coverage be reduced except after 30 days' prior written notice to Landlord. All Commercial General Liability and property policies maintained by Tenant will be written as primary policies, not contributing with and not supplemental to the coverage that Landlord may carry.

4.3 Waiver of Subrogation. Landlord and Tenant each waive any and all rights to recover against the other or against the officers, directors, shareholders, partners, joint ventures, employees, agents, customers, invitees or business visitors of such other party, for any loss or damage to such waiving party arising from any cause covered by any property insurance required to be carried by such party pursuant to this Article or any other property insurance actually carried by such party to the extent of the limits of such policy. Landlord and Tenant, from time to time, will cause their respective insurers to issue appropriate waiver of subrogation rights endorsements to all property insurance policies carried in connection with the Land or the contents of the Land.

## **ARTICLE 5--~~INDEMNIFICATION, WAIVER, AND RELEASE~~**

5.1 Tenant's Indemnification. From and after October 1, 1999, Tenant assumes all risks of its own operations. Tenant shall indemnify, defend and hold Landlord, its employees, directors, officers and agents harmless from and against, any and all demands, claims, causes of action, fines, penalties, damages (including consequential damages), liabilities, judgments, and expenses (including, without limitation, reasonable attorneys' fees and expert witness fees) which arise out of or relate to:

(a) Any activity, work, or thing done or permitted by Tenant in or about the Land;

(b) Any breach by Tenant or its employees, agents, contractors or invitees of this Lease; and

(c) Any injury, loss or damage to the person, property or business of Tenant, its employees, agents, or contractors or any invitees entering upon the Land under the express or implied invitation of Tenant.

5.2 Waiver and Release. Tenant, as a material part of the consideration to Landlord for this Lease, by this section waives and releases all claims against Landlord, its directors, officers, employees and agents with respect to all matters for which Landlord has disclaimed liability pursuant to the provisions of this Lease.

5.3 Survival of Indemnity. The obligations of Tenant to defend and indemnify the Landlord under this Lease survive the termination of the Lease by such reasonable period is necessary to fulfill any Tenant obligations that arose or were created by the Tenant during the Term of this Lease (or any extension thereof).

#### **ARTICLE 6--END OF TERM**

6.1 Surrender. Upon expiration or earlier termination of this Lease Agreement, Tenant shall surrender the Land to Landlord within sixty (60) days following the expiration or earlier termination of this Lease.

#### **ARTICLE 7--MAINTENANCE; REQUIREMENTS OF LAW**

7.1 Maintenance. Tenant shall at all times throughout the Term, at its sole cost and expense, maintain the Improvements of Tenant located thereon.

7.2 Compliance with Laws. For the purposes of this Section 7.2, "Applicable Laws" means all laws, statutes, ordinances and governmental rules, regulations, or requirements now in force or in force after the Commencement Date, the requirements of any board of fire underwriters or other similar body constituted now or after the Commencement Date, and any direction or permanent occupancy certificate issued pursuant to any law by any public officer or officers, as well as the provisions of all recorded documents affecting the Land. At its sole cost and expense, Tenant will promptly comply with Applicable Laws insofar as they relate to:

- (a) Tenant's use, occupancy, or alteration of the Land;
- (b) The condition of the Land resulting from Tenant's use, occupancy, or alteration of the Land; or
- (c) Alterations to the Land required as a result of Tenant's status under Applicable Laws.

7.3. Alterations Only On Consent of Landlord. Tenant may not make any improvements, alterations, additions, or changes to the premises (as opposed to routine maintenance) without first obtaining Landlord's prior written consent. Any such alterations shall be reasonable and relate to the needs and requirements of fire department operations. The Landlord shall not object to any such reasonable alterations.

#### **ARTICLE 8--DEFAULT**

8.1 Events of Default. The following events are referred to, collectively, as "Events of Default" or, individually, as an "Event of Default":

- (a) Tenant defaults in the due and punctual payment of Rent, Landlord provides written notice of default within ten (10) days of default, and such default continues for thirty (30) days after written notice from Landlord, and if after such written notice any Rent is not paid when due, an Event of Default will be considered to have occurred without further notice;

- (b) Tenant vacates or abandons the Premises;
- (c) This Lease or Tenant Improvements are taken upon execution or by other process of law directed against Tenant, or are taken upon or subject to any attachment by any creditor of Tenant or claimant against Tenant, and said attachment is not discharged or disposed of within thirty (30) days after its levy;
- (d) Voluntary or involuntary proceedings under any bankruptcy or insolvency or for reorganization or arrangement under the bankruptcy laws of the United States or insolvency act of any state or for the dissolution of Tenant are instituted against Tenant, or a receiver or trustee is appointed for all or substantially all of the property of Tenant, and such proceeding is not dismissed or such receivership or trusteeship vacated within sixty (60) days after such institution or appointment;
- (e) Tenant purports to assign this Lease, or sublet all or a portion of the Premises, in violation of the terms hereof;
- (f) Tenant breaches any of the other agreements, terms, covenants or conditions which this Lease requires Tenant to perform, and such breach continues for a period of sixty (60) days after written notice from Landlord to Tenant or, if such breach cannot be cured reasonably within such sixty (60)-day period, if Tenant fails to diligently commence to cure such breach within sixty (60) days after written notice from Landlord and to complete such cure within a reasonable time thereafter.

8.2 Replacement of Statutory Notice Requirements. When this Lease requires service of a notice, that notice shall replace rather than supplement any equivalent or similar statutory notice, including any notices required by California Code of Civil Procedure Section 1161 or any similar or successor statute. When a statute requires service of notice in a particular manner, service of that notice (or a similar notice required by this Lease) in the manner required by Section 10.6 shall replace and satisfy the statutory service of notice procedures, including those required by California Code of Civil Procedure Section 1162 or any similar or successor statute.

8.3 Landlord's Remedies. If any one or more Events of Default set forth in Section 8.1 occurs then Landlord has the right, at its election:

- (a) To terminate this Lease, in which case Tenant's right to possession of the Premises will cease and this Lease will be terminated as if the expiration of the Term fixed in such notice were the end of the Term. If this Lease is terminated, Landlord will be entitled to recover from Tenant:
  - (i) The unpaid rent that had been earned at the time of termination;
  - (ii) The unpaid rent that had been earned at the date of the judgment awarding damages to Landlord (the "Date of Judgment");
  - (iii) The unpaid rent for the balance of the Term of this Lease after the Date of Judgment; and
  - (iv) Any other amount necessary to compensate Landlord for all the detriment proximately caused by Tenant's failure to perform its obligations under this Lease or that in the ordinary course of things would be likely to result from that failure. The amount referred to in clauses (i) and (ii) is computed by allowing interest at the highest rate permitted by law. The amount referred to in clause (iii) is computed by discounting the amount at the discount rate of the Federal Reserve Bank of San Francisco at the time of award.
- (b) Landlord shall have the remedy described in California Civil Code Section 1951.4, which provides that, when a Tenant has the right to sublet or assign (subject only to reasonably

limitations), the Landlord may continue the Lease in effect after the Tenant's breach and abandonment, and recover rent as it becomes due. Accordingly, if Landlord does not elect to terminate this Lease Agreement on account of any default by Tenant, Landlord may enforce all of Landlord's rights and remedies under this Lease, including the right to recover all rent as it becomes due.

8.4 Remedies Cumulative. Landlord's rights hereunder shall be in addition to, and not in lieu of, every other right or remedy provided for herein or now or hereafter existing at law or in equity by statute or otherwise, including, but not limited to injunctive relief, specific performance and damages. The exercise or beginning of exercise by Landlord of any one or more rights or remedies, provided herein or now or hereafter existing at law or in equity by statute or otherwise, shall not preclude the simultaneous or later exercise by Landlord of any or all other rights or remedies provided for in this Lease or now or hereafter existing at law or in equity or by statute or otherwise. All such rights and remedies shall be considered cumulative and nonexclusive.

## **ARTICLE 9—GENERAL**

9.1 Quiet Enjoyment. As long as Tenant performs all covenants and obligations contained in this Lease, Landlord warrants quiet enjoyment of the Land by Tenant; provided that Landlord, its agents or representatives, and any other person authorized by Landlord, may enter upon the Land for the purpose of inspecting the Land and to exhibit the Land to prospective purchasers or lenders. Any entry onto or inspection of the Land shall not constitute eviction of Tenant in whole or in part.

9.2 Condemnation. In the event of a condemnation or other taking by any governmental agency of all or a portion of the Land necessary for Tenant's operation of its business thereon, this Lease will terminate when the condemning authority takes possession of the Land. Tenant shall not be entitled to any part of the condemnation award for the unexpired term of the Lease. In view of the favorable terms of use over the years, Tenant will not be compensated out of the condemnation proceeds for the value of its improvements.

9.3 Liens. Tenant will keep the Land free and clear of all mechanics' liens and other liens on account of work done for Tenant or persons claiming under Tenant.

9.4 Assignment and Subletting. Tenant shall not assign or sublet its interest in this Lease or the Land without the prior written approval of Landlord, which approval may be withheld in Landlord's sole and absolute discretion. This Lease shall otherwise inure to the benefit of and be binding upon the successors and assigns of the parties.

9.5 Limitation on Liability. Tenant specifically agrees to consider Landlord's interest in the Land for the recovery of any judgments from Landlord. It is agreed that Landlord (and its officers, directors and employees) will not be personally liable for any such judgments. The provisions contained in the preceding sentences are not intended to, and will not, limit any right that Tenant might otherwise have to obtain injunctive relief against Landlord.

9.6 Notices. All notices and other communications required or permitted under this Lease shall be in writing and shall be given

- (a) By United States first class mail, postage prepaid, registered or certified, return receipt requested;
- (b) By hand delivery (including by means of a professional messenger service); or
- (c) By delivery from a nationally recognized overnight delivery service that routinely issues receipts, which notice shall be addressed to the party to whom such notice is being given, at their address set forth in Section 1.1 above. Any such notice or other communication shall be deemed to



be effective when actually received or rejected. Either party may by similar notice given change the address to which future notices or other communications shall be sent.

9.7 No Waiver. The waiver by either Landlord or Tenant of any agreement, condition, or provision contained in this Lease will not be deemed to be a waiver of any subsequent breach of the same or any other agreement, condition, or provision contained in this Lease.

9.8 Authority. Tenant and the party executing this Lease on behalf of Tenant represent to Landlord that such party is authorized to do so by requisite action of the board of directors, and agree, upon request, to deliver to Landlord a resolution or similar document to that effect.

9.9 Governing Law. This Lease shall be governed by and construed pursuant to the laws of the State of California.

9.10 Captions. The captions of the various Articles and Sections of this Lease are for convenience only and do not necessarily define, limit, describe or construe the contents of such Articles or Sections.

9.11 Severability. If any provision of this Lease proves to be illegal, invalid or unenforceable, the remainder of this Lease shall not be affected by such finding, and in lieu of each provision of this Lease that is illegal, invalid or unenforceable, a provision will be added as a part of this Lease as similar in terms to such illegal, invalid or unenforceable provision as may be possible and be legal, valid and enforceable.

9.12 Entire Agreement; Amendment. This Lease contains the entire agreement between Landlord and Tenant. No amendment, alteration, modification of, or addition to the Lease will be valid or binding unless expressed in writing and signed by Landlord and Tenant.

9.13 Attorney's Fees - If any action is instituted by either party to this Lease Agreement to enforce any of the terms of this Lease or the License Agreement, the prevailing party shall be entitled to receive from Tenant its reasonable attorneys' fees, expert witness fees, costs, and expenses.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals as of the day and year first above written.

Executed on \_\_\_\_\_, 2014, at Camp Meeker,

LANDLORD:  
Camp Meeker Recreation and Park District,  
an independent special district

TENANT:  
Camp Meeker Volunteer Fire Dept,  
a 501(c)(3) corporation

By

By

Name

Name

Title

Title

COUNTY OF SONOMA  
BOARD OF SUPERVISORS

575 ADMINISTRATION DRIVE, RM. 100A  
SANTA ROSA, CALIFORNIA 95403

(707) 565-2241  
FAX (707) 565-3778



MEMBERS OF THE BOARD

JAMES GORE  
CHAIR

CHRIS COURSEY  
VICE CHAIR

SUSAN GORIN

DAVID RABBITT

LYNDA HOPKINS

DATE: June 30, 2022

TO: Conflict of Interest Filing Officer

FROM: Noelle Francis, Sonoma County Filing Clerk

SUBJECT: 2022 Biennial Notice – Conflict of Interest Code Update

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. **No later than October 3, 2022** each agency must submit the enclosed biennial notice to the office of the County Board of Supervisors indicating whether or not an amendment is necessary. The notice should be emailed to: *Noelle.Francis@sonoma-county.org* or be mailed to:

County of Sonoma Board of Supervisors  
Attn: Noelle Francis  
575 Administration Drive, Room 100A  
Santa Rosa, CA 95403

If amendments to an agency's conflict of interest code are needed, the amended code should be approved by the agency's board of directors or commissioners prior to being forwarded to the Board of Supervisors for approval within **90 days of the biennial notice due date (December 30, 2022)**. The County Board of Supervisors is the code reviewing body for county agencies and other government agencies solely within the county. An agency's amended code is **not effective** until it has been approved by the Board of Supervisors. Once the amended code is approved the agency will receive notice of the effective date of approval.

To learn more, the Fair Political Practices Commission (FPPC) offers free trainings available online at [www.fppc.ca.gov](http://www.fppc.ca.gov). In addition, resources are available online on elements of a conflict of interest code. For questions, please contact the FPPC's advice line at (866) 275-3772.

Thank you,

Noelle Francis

Enc:  
2022 Local Agency Biennial Notice  
Local Agency Biennial Notice Instructions

**RESOLUTION NO. 2022-009**

**CAMP MEEKER RECREATION AND PARK DISTRICT**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CAMP MEEKER RECREATION AND PARK DISTRICT  
WITH RESPECT TO ITS  
CONFLICT OF INTEREST CODE ADOPTED AUGUST 12, 1984  
AND AMMENDED SEPTEMBER 23, 2014**

---

WHEREAS, the Board of Directors of the Camp Meeker Recreation & Park District has conducted a biennial review of its existing Conflict of Interest Code adopted August 12, 1984 and amended September 23, 2014 as required by the Political Reform Act, and, WHEREAS, the Board has determined that the Code **does not require revision** at this time;

NOW, THEREFORE, in accordance with the Political Reform Act, the Camp Meeker Recreation and Park District Board of Directors hereby authorizes the Board President to sign and submit appropriate notice to the Sonoma County Board of Supervisors attesting there is revision needed to the existing code and provide the proposed code as adopted by the Board and attached to this resolution.

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 19<sup>th</sup> day of July 2022.

**DIRECTORS**

HELFRICH \_\_\_\_\_ LARSON \_\_\_\_\_ TOMINIA \_\_\_\_\_ MCDANIEL \_\_\_\_\_

WATSON \_\_\_\_\_

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

**CERTIFICATION**

The following hereby certifies that the foregoing is a full, true, and correct copy of the resolutions duly and regularly adopted at a special meeting of the Board of Directors of the Camp Meeker Recreation and Park District held on July 19, 2022.

\_\_\_\_\_  
Anthony Tominia, President

---

# CAMP MEEKER RECREATION AND PARK DISTRICT

## POLICY HANDBOOK

---

### **POLICY TITLE: CONFLICT OF INTEREST CODE**

### **POLICY NUMBER: 101**

The Political Reform Act (Government Code § 81000, et seq., hereinafter referred to as the Act) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission (“FPPC”) has adopted a regulation (2 California Code of Regulations § 18730) which contains the terms of standard conflict of interest code, which can be incorporated by reference in an agency’s code. After public notice and hearings, it may be amended by the FPPC to conform to the amendments in the Act. Therefore, the terms of § 18730 and amendments to it adopted by the FPPC are hereby incorporated by reference. This regulation and text here designating officials and employees and establishing disclosure categories shall constitute the conflict of interest code of the Camp Meeker Recreation and Park District (“District”).

The full text of Section 18730, together with any amendment thereto, may be found at: <http://www.fppc.ca.gov/legal/regs/current/18730.pdf>

Designated positions shall file statements of economic interests with the District. Upon receipt of the statements, the District shall make and retain a copy and forward the original of this statement to the Sonoma County Clerk of the Board of Supervisors. Statements of Economic Interests are public records available for inspection.

**DESIGNATED POSITIONS:** The designated positions listed below are required to file Form 700 Statements of Economic Interests disclosing certain personal financial interests. These positions are required to file the applicable individual schedules to report investments, business positions, sources of income and interests in real property located in the District’s jurisdiction. The applicable schedules to be filed for each position are based on the disclosure category assigned to the designated position.

<b>Designated Positions</b>	<b>Disclosure Category</b>
Board Member	1
General Manager	1
Consultants	2

## **DISCLOSURE CATEGORIES:**

Disclosure Category 1: Persons in this category shall disclose:

- A. Interests in real property located entirely or partly within District boundaries or within two miles of District boundaries, or of any landed owned or used by the District.
- B. Investments or business positions in or income (including gifts, loans and travel payments) from sources that provide, plan to provide, or have provided in the last two years facilities, goods, software, hardware, or services including consulting services, to the District, or are engaged in the acquisition of real property within the District.

Disclosure Category 2: Persons in this category shall disclose:

- A. Consultants shall disclose pursuant to the broadest disclosure category in the conflict of interest code subject to the following limitation: the District may determine in writing that a particular consultant is hired to perform a range of duties that is limited in scope and, thus, is not required to comply with the full disclosure requirements described above, but instead must comply with more tailored disclosure requirements specific to that consultant. Such a determination shall include a description of the consultant's duties and, based on that description, a statement of the extent of the disclosure requirements.