



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

**REGULAR MEETING
OF THE BOARD OF DIRECTORS
LOCATION: TELECONFERENCE – SEE BELOW
NOVEMBER 17, 2020 7:00 P.M.
AGENDA**

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:

Based on the mandates by the Governor in Executive Order N-25-20 and the Sonoma County Health Officer (Order C-19-02) to shelter in place and the guidance from the CDC to minimize the spread of the COVID-19, please note the following changes to the District's meeting procedures:

- The District office and Anderson Hall are not open to the public at this time.
- The meeting will be conducted via teleconferencing using Go To Meeting (See Executive Order N-29-20)
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

HOW TO OBSERVE THE MEETING:

CMRPD Board Meeting

Tue, Nov 17, 2020 7:00 PM - 8:30 PM (PST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/859102917>

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HOW TO SUBMIT PUBLIC COMMENTS:

Written/Read Aloud: Please email your comments to comments@campmeeker.org, write "Public Comment" in the subject line. In the body of the email include the agenda item number and title, as well as your comments. If you would like your comment read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email.

All comments received before Monday, November 16, 2020 at 5:00 p.m. will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Board members at the meeting. Comments received after this time will be treated as telephonic/electronic comments.

Telephonic/Electronic Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments and identify the cut off time for submission. A short recess (generally, less than two minutes) will take place during the time public comment is open to allow the comments to be collected. **All users will be unmuted during this time. If you are connected using a phone, or have a microphone on your computer, please state your name, and wait to be recognized. Alternatively, you may also type comments into the chat window, in GoToMeeting. These will be read aloud during the public comment period.**

ACCESSIBILITY INFORMATION:

Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting should contact the District's Administrator, at least 48 hours before the meeting at 707-874-9246 or admin@campmeeker.org. Advanced notification will enable the District to swiftly resolve such requests to insure accessibility.

PUBLIC RECORDS:

Public records that relate to any item on the open session agenda for a meeting are available for public inspections. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time, they are distributed to all or a majority of the members of the Board. The Board has designated the District's website located at <https://www.campmeeker.org> as the place for making those public records available for inspections. The documents may also be obtained by calling the District's Administrator at 707-874-9246.

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. October 20, 2020 Minutes

B. Payment of Claims

C. Journal Entry Approval

D. Administrative and Financial Report

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

- A. Water System Inspection Report-Robert Sherod
- B. System Operations/Accounts Receivable

VIII. ACTION ITEMS

- A. COMCAST/ANDERSON HALL WIFI (Valery Larson, 15 minutes)
DESCRIPTION: Director Larson will report on continuing contact with Comcast regarding Anderson Hall Wi-Fi contract cancellation charges.
PROPOSED ACTION: The Board may/may not take action regarding this issue.
- B. UPDATE: CAMP MEEKER SIGN REPAIR (Anthony Tominia/John McDaniel, 5 minutes)
DESCRIPTION: The Board will review the progress of the sign repair process since the October 20 meeting and discuss future plans to complete the project including traffic control plans and update of the County PRMD permitting.
PROPOSED ACTION: The Board may/may not take further action with respect to the Camp Meeker sign repair.
- C. UPDATE: DWR LOAN E58237 PAY OFF (Anthony Tominia/Staff, 10 minutes)
DESCRIPTION: The District's Department of Water Resources loan amounts to \$94,917.95 Funds presently on deposit at the County of Sonoma total \$181,973.47 that includes \$108,025.77 required by the State to be held in reserve until the loan is paid. Some of the reserve funds could be re-allocated to capital replacement and the USDA loan.
PROPOSED ACTION: The Board may/may not instruct staff to determine final amount due and tasks necessary to conclude DWR loan.
- D. UPDATE: WATER CUSTOMER CREDIT CARD PAYMENTS (Anthony Tominia/Staff, 10 minutes)
DESCRIPTION: Water customers have consistently requested the ability to pay water charges via credit/debit cards. The Board will discuss various approaches and vehicles to be able to offer this service to the District's water customers including establishment of an ad hoc subcommittee to explore various methods and establish target dates.
PROPOSED ACTION: The Board may/may not take further action in this regard.

IX. 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

X. 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.

Camp Meeker Recreation and Park District
Board Meeting Agenda
November 17, 2020

4

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



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Camp Meeker, CA 95419
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**REGULAR MEETING
OF THE BOARD OF DIRECTORS
LOCATION: TELECONFERENCE – SEE BELOW
OCTOBER 20, 2020 7:00 P.M.
AGENDA**

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CMRPD-October 2020
Tue, Oct 20, 2020 7:00 PM - 8:30 PM (PDT)

Please join my meeting from your computer, tablet or smartphone.

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All comments received before Monday, October 19, 2020 at 5:00 p.m. will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Board members at the meeting. Comments received after this time will be treated as telephonic/electronic comments.

Telephonic/Electronic Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments and identify the cut off time for submission. A short recess (generally, less than two minutes) will take place during the time public comment is open to allow the comments to be collected. **All users will be unmuted during this time. If you are connected using a phone, or have a microphone on your computer, please state your name, and wait to be recognized. Alternatively, you may also type comments into the chat window, in GoToMeeting. These will be read aloud during the public comment period.**

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I. CALL TO ORDER

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

II. ROLL CALL

Directors Helfrich, Larson, McDaniel, Tominia, and Watson were present. Also present were District Administrator Cheryl Doran-Girard, and Robert Sherod of Russian River Utility and Jan Schrag, a member of the community requesting information from the Board (see Action item A).

III. APPROVAL OF AGENDA

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

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

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

The motion was approved.

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

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. September 15, 2020 Minutes

As there were no corrections, additions or deletions to the minutes of September 15, 2020, a motion was made by Gary Helfrich, and seconded by John McDaniel to approve the September 15, 2020 minutes as submitted.

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

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

The motion was approved.

B. Payment of Claims

A motion was made by Lynn Watson, and seconded by Valery Larson to approve the October 20, 2020 warrant request 2020/2021-004 as follows:

2020-2021-004	RP-October 2020	4,495.22
\$18,801.00	Water-Oct 2020	14,305.78

Wells Fargo Bank Checks 2130-2137 and Bank of the West checks 710 and 711 in payment of District expenses and water receipt transfers for the current month.

C. Journal Entry Approval

There were no journal entries beyond the recurrent entries for interest and bank charges.

D. Administrative and Financial Report

Ms. Doran Girard reported regarding complaint of a Monte Rio resident with respect to camping at the well site, receipt of a check from Swift Transportation for resolution of the claim for hydrant damage, updates from State Comp regarding ending of COVID moratoriums relative to payments, and anticipated audit preparation.

VII. REPORT OF THE WATER SYSTEM OPERATOR

Robert Sherod of Russian River Utility staff reported that the water system is working well. He advised that the individuals camping at the well site are in the trees and never come out. There doesn't seem to be any messing around with the well site. Additionally, he advised that RRU has attempted to arrange a subcommittee meeting with OCSD to discuss the SCADA system replacement; however, there has been no response to emails. Director McDaniel inquired as to abatement of foliage at the well site. Discussion ensued.

VIII. ACTION ITEMS

A. WATER CONNECTION APNS 074-100-010, 074-100-051 ACREAGE LANE PARCEL OWNERS: ELLA/BOB ROZETT & SCHRAG/VOGT

DESCRIPTION: Mr. & Mrs. Rozett and Ms. Schrage and Mr. Vogt, parcel owners, have inquired as to incorporating various parcels into the Camp Meeker Water System. Robert Sherod of Russian River Utility informed the Board that all APNS referenced are within the District and that he had forwarded the water code detailing various aspects of that could impact connection including estimated costs. Ms. Schrag stated that parcel 074-100-051 is undeveloped and that she and Mr. Vogt are researching what it might take to improve the property. Director Helfrich related that it is the policy of the Board to approve connection upon confirmation of building and septic actions and suggested that the owners initiate contact with Sonoma County initially. A discussion of costs ensued.

Anthony Tominia and Robert Sherod will continue contact with the owners regarding specific costs and relevant water code requirements and additional issues.

ACTION: The Board did not take further action regarding APN 074-100-010 and/or 074-100-051.

B. CUSTOMER WATER METER ISSUE: 97 RAILROAD, HORACE WHITE

DESCRIPTION: The Board discussed at length the correspondence from Horace White, property owner at 97 Railroad have, apparently, previously requested meter replacement at 97 Railroad due to issues regarding the meter location resulting in breakage and water leaks. Robert Sherod of Russian River Utility advised that the deficiency has been resolved by repair. A similar situation occurred across the road and the issue should be permanently resolved.

ACTION: A motion was made by Anthony Tominia, and seconded by Valery Larson that the Board forward a letter to Mr. White explaining repair by the District's water contractor and outlining the policy relative to meter replacement. Director Tominia will prepare a draft letter and review with Russian River Utility.

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

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

The motion was approved

C. OCSD/CMRPD 2016 INDEMNITY AGREEMENT REVIEW

DESCRIPTION: As a result of OCSD's annual financial audit, questions arose with respect to the Indemnity Agreement signed by both Districts in October 2016. In order to ensure understandings with respect to the agreement, the Board reviewed the circumstances and the agreement.

ACTION: The Board did not take action.

D. WATER CUSTOMER CREDIT CARD PAYMENTS

DESCRIPTION: Water customers have consistently requested the ability to pay water charges via credit/debit cards. Director Tominia advised that there are various approaches and vehicles to be able to offer this service to the District's water customers including establishment of an ad hoc subcommittee to explore various methods and establish target dates. It was agreed that staff would research further, solicit information from additional sources and report back next month.

ACTION: The Board did not take further action in this regard.

E. DWR LOAN E58237 POSSIBLE PAY OFF

DESCRIPTION: Director Tominia and staff related that the District's Department of Water Resources loan principal balance amounts to \$94,917.95. Funds presently on deposit at the County of Sonoma total \$181,973.47 including \$108,025.77 required by the State loan contract to be held in reserve until the loan is paid. With payoff, the remaining reserve funds could be re-allocated to capital replacement and/or the USDA loan.

ACTION: A motion was made by John McDaniel, and seconded by Valery Larson to determine final amount due, complete tasks necessary to arrange payoff of Department of Water Resources loan E58237 and transfer funds remaining at the County of Sonoma to the Wells Fargo Bank Investment account.

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

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

The motion was approved

F. UPDATE: CAMP MEEKER SIGN REPAIR

DESCRIPTION: Director McDaniel advised of the current status of discussions with Power Pole to provide the services needed to effect removal and replacement of the poles and permitting related to this process. A discussion future plans for repair ensued. The costs for the hiring of Power Pole Services is estimated cost at \$7,700.00 contingent upon providing of insurance and appropriate certification to the County PRMD. A deposit of one-half of the estimated costs is required prior to initiation of the project. Director Helfrich inquired as to whether these costs included the re-install and was advised it does. There may be some additional costs for writing of traffic plan.

ACTION: A motion was made by Gary Helfrich, and seconded by Valery Larson to authorize Director McDaniel to necessary documents with Power Pole at an estimated cost of \$7,700.00, arrange for traffic planning and necessary deposits to Power Pole.

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

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

The motion was approved

G. LAND ACQUISITION AD HOC COMMITTEE

DESCRIPTION: Director McDaniel provided an update of recent discussions with the District's counsel and proposed parcel acquisition. Information has yet to be provided regarding specific parcels, easement and outstanding questions.

ACTION: The Board did not take further action regarding this issue.

IX. DIRECTORS' REPORTS

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PROPOSED ACTION: No action or discussion to take place

Director McDaniel informed the Board that the Anderson Hall Wi-Fi contract with Comcast is a three-year commitment that has over 18 months remaining. The cancellation fee amounts to \$66 less than the cost of continuing. Comcast is not willing to release the cancellation fee obligation. In addition, if cancellation occurs there will be the costs of re-install when Anderson Hall re-opens to rentals. Having Wi-Fi at Anderson Hall has been a positive and important selling point especially for large groups and weddings.
Director Larson asked that the issue to of Comcast Wi-Fi be included in the November agenda.

X. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Anthony Tominia, and seconded by John McDaniel that the October 2020 teleconference meeting of the Camp Meeker Board of Directors be adjourned.

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

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

The motion was approved.

The meeting adjourned at 8:19 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2020.10.20finalminscdgl.doc

**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS
FROM: CHERYL DORAN GIRARD
SUBJECT: NOVEMBER 17, 2020 WARRANTS AND FINANCIAL INFORMATION
DATE: NOVEMBER 12, 2020

Financial Statements and Warrant Detail in the board packet following this memorandum provide information available through November 12, 2020.

2020/2021-005	RP-November 2020	9,326.16
\$23,760.51	Water-November 2020	14,434.35

The Financial statements included in the Board info packet represent revenue and expenses for the first four months of the 2020-2021 fiscal year.

The financial statements revenue and expenses are through 11/12/2020. Check register included in the financial packet includes all checks written since the last warrant approval.

All bank account reconciliations are completed and statements have been received for all accounts. The completed reconciliations and statements are provided to the Board Fiscal Officer for review and approval.

The final 2020-2021 Final Budget numbers have been entered in the accounting software. Given the impact of COVID gathering requirements and lack of Anderson Hall revenues, please be aware that the budget can be adjusted after approval, if needed.

Audit preparation is in process and the audit is scheduled for the 1/06/2021. It will be a remote audit process.

In the event that you need to contact me, I can be reached via cell phone 707-696-2876 or my land line 707-545-2108.



CAMP MEEKER RECREATION AND PARK DISTRICT

WARRANT REQUEST # 2020-2021-005

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
Larson, Valery	30.00	30.00		Director Stipend-November 2020
Watson, Lynn	30.00	30.00		Director Stipend-November 2020
Camp Meeker Water	75.94	75.94		Water Service-September 2020
Doran-Girard, Cheryl	7,005.00	1,762.50	1,762.50	Consulting-October/November 2020
Doran-Girard, Cheryl		1,387.50	1,387.50	Consulting-October/November 2020
Doran-Girard, Cheryl		176.25	176.25	Consulting-October/November 2020
Doran-Girard, Cheryl		176.25	176.25	Consulting-October/November 2020
McPhail Fuel	70.36	70.36		District Office Tank Rental
PGE	91.72	91.72	-	Electric Service
Perry Johnson	375.00	375.00	-	Legal Services
Russian River Utility	10,740.32	-	8,571.77	Contract Services
Russian River Utility			1,799.24	Electric Service
Russian River Utility			369.31	Air Relief
Sonoma County Tax Collector	350.00	350.00		Dir Chg-Hall/USPS
US Bank	817.17	124.50	124.50	Accounting Software Access
US Bank		176.14	67.03	Communications
US Bank		325.00		Booking Software-Annual
Power Pole Service	4,175.00 *	4,175.00		Sign Repair Project
	23,760.51	9,326.16	14,434.35	-

*Deposit Paid 10/30/2020

DIRECTOR APPROVAL:

DATE:

11/17/20

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1010 - Cash In Wells Fargo Bank-Operating
From 10/21/2020 Through 11/17/2020

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
2138	Camp Meeker Sign Deposit ...	Power Pole Service	10/30/2020	4,175.00
2139	System Generated Check/Vo...	Cheryl Doran-Girard	11/17/2020	7,005.00
2140	System Generated Check/Vo...	McPhail Fuel Com...	11/17/2020	70.36
2141	System Generated Check/Vo...	P G & E	11/17/2020	91.72
2142	System Generated Check/Vo...	Perry Johnson An...	11/17/2020	375.00
2143	System Generated Check/Vo...	Russian River Utility	11/17/2020	10,740.32
2144	System Generated Check/Vo...	Sonoma Co Tax C...	11/17/2020	350.00
2145	System Generated Check/Vo...	Camp Meeker Wa...	11/17/2020	75.94
2146	System Generated Check/Vo...	US Bank	11/17/2020	817.17
2147	Director Stipend-November ...	Valery Larson	11/17/2020	30.00
2148	Director Stipend-November ...	Lynn Watson	11/17/2020	30.00
		Total 1010 - Cash In Wells Fargo Bank-Operating		23,760.51

Camp Meeker Recreation & Parks District

Check/Voucher Register - CDG-Current Register

1030 - Cash in Bank of the West-Water

From 10/21/2020 Through 11/17/2020

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
712	Tfr Water Receipts-October ...	Camp Meeker Rec...	11/17/2020	6,600.00
713	Wtr Tfr Oct 2020 Receipts--...	Camp Meeker Rec...	11/17/2020	<u>17,100.00</u>
		Total 1030 - Cash in Bank of the West-Water		23,700.00
				<u> </u>
Report Total				<u><u>47,460.51</u></u>

[illegible]

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2020 Through 6/30/2021
(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	87,000	0	(87,000)
4041	Cost Reimbursement-Collect Delinquent CY Unsec	(100)	0	100
4101	Interest Pooled Cash -Sonoma County	15	0	(15)
4110	Interest Earned-Wells Fargo Bank	23	4	(19)
4210	Rental Fees-Anderson Hall	2,500	0	(2,500)
4215	Rental Fees-Other	1,900	792	(1,108)
4220	State-Home Owner Property Tax Relief	259	0	(259)
4223	State Property Tax -Backfill Wildfire Loss	37	0	(37)
4625	Transfers-Within Fund In	8,600	0	(8,600)
	Total Revenue	<u>100,234</u>	<u>795</u>	<u>(99,439)</u>
Expenditures				
5010	Director Stipend	720	300	420
5017	Worker Compensation Insurance	1,735	1,302	433
5101	Communications-Telephone	1,560	429	1,131
5105	Communications-ISP Website	500	363	137
5110	Communications-Website Other	750	377	373
5112	Communications-WiFi	780	30	750
5184	Janitorial Supplies	450	0	450
5185	Janitorial Services	750	0	750
5210	Insurance-Property & Liability	7,000	0	7,000
5301	Maintenance-Beach and Parks	250	0	250
5302	Maintenance-Bldgs & Improvements	900	0	900
5401	Memberships	250	240	11
5404	Miscellaneous-Auto Expense	100	0	100
5405	Miscellaneous	850	700	150
5410	Office Supplies	1,150	171	979
5416	Lease-Accounting Software	1,500	623	878
5420	Training-Administrative	150	0	150
5425	Postage	150	28	123
5426	Printing Services	600	0	600
5427	Supplies	450	158	292
5501	Professional Fees-Web	1,000	63	938
5520	Administrative Services	18,000	7,731	10,269
5531	Community Education	250	0	250
5540	LAFCO Charges	200	0	200
5550	Legal Services	5,000	2,670	2,330
5555	Professional Services-Auditor	8,500	701	7,799
5556	Professional Services-Accounting	14,350	7,055	7,295
5570	Service Fee-PayPal	250	0	250
5575	Bank Service Fees	60	20	40
5576	Property Tax Administration Fee	1,250	0	1,250
5585	Public/Legal Notices	500	0	500
5590	Gas and Oil	1,950	0	1,950
5591	Equipment Rentals	0	70	(70)
5592	Water and Sewer	1,350	395	955
5594	Utilities	1,275	417	858
5595	Waste Removal	100	0	100

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2020 Through 6/30/2021
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
5596	Permit Fees-Local	600	718	(118)
8516	Maintenance & Repair	25,000	4,450	20,550
9001	Contingency	<u>4</u>	<u>0</u>	<u>4</u>
	Total Expenditures	<u>100,234</u>	<u>29,007</u>	<u>71,227</u>
	Excess of Income Over (Under) Expense	<u><u>0</u></u>	<u><u>(28,212)</u></u>	<u><u>(28,212)</u></u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
16 - Recreation & Park - Capital Replacement
From 7/1/2020 Through 6/30/2021
(In Whole Numbers)

	<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
8625 Expenditures			
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>0</u>	<u>25,000</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
40 - Recreation & Parks - Water Operations
From 7/1/2020 Through 6/30/2021
(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	122,000	0	(122,000)
4260	Reimbursements	0	7,989	7,989
4310	Sales of Water-Residential	225,000	86,361	(138,639)
4625	Transfers-Within Fund In	<u>146,000</u>	<u>0</u>	<u>(146,000)</u>
	Total Revenue	<u>493,000</u>	<u>94,350</u>	<u>(398,650)</u>
Expenditures				
5017	Worker Compensation Insurance	700	433	267
5101	Communications-Telephone	500	179	321
5105	Communications-ISP Website	300	105	195
5110	Communications-Website Other	0	12	(12)
5210	Insurance-Property & Liability	5,500	0	5,500
5401	Memberships	275	240	36
5405	Miscellaneous	150	0	150
5410	Office Supplies	1,000	54	946
5416	Lease-Accounting Software	1,500	623	878
5420	Training-Administrative	250	0	250
5425	Postage	300	38	262
5426	Printing Services	500	0	500
5501	Professional Fees-Web	750	38	713
5515	Contract Services-Water Operations	110,000	43,152	66,848
5520	Administrative Services	18,000	7,731	10,269
5540	LAFCO Charges	750	0	750
5550	Legal Services	6,500	2,340	4,160
5555	Professional Services-Auditor	9,500	859	8,641
5556	Professional Services-Accounting	14,500	7,055	7,445
5571	Late Fees	25	0	25
5575	Bank Service Fees	78	0	78
5576	Property Tax Administration Fee	1,250	0	1,250
5577	Recording-Filing Fees	0	1,082	(1,082)
5585	Public/Legal Notices	450	398	52
5587	Water System Fees-State	3,000	0	3,000
5588	Testing-Water System	1,000	0	1,000
5594	Utilities	15,000	4,854	10,146
8516	Maintenance & Repair	15,000	8,358	6,642
8565	Equipment 2	69,000	0	69,000
8625	Tfr Within Fnd-Out	216,500	4,697	211,803
9001	Contingency	<u>722</u>	<u>0</u>	<u>722</u>
	Total Expenditures	<u>493,000</u>	<u>82,246</u>	<u>410,754</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>12,104</u>	<u>12,104</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
50 - Recreation & Parks - Water Capital
From 7/1/2020 Through 6/30/2021
(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	312	34	(278)
4625	Transfers-Within Fund In	<u>6,000</u>	<u>2,000</u>	<u>(4,000)</u>
	Total Revenue	<u>6,312</u>	<u>2,034</u>	<u>(4,278)</u>
	Expenditures			
8625	Tfr Within Fnd-Out	<u>146,000</u>	<u>2,000</u>	<u>144,000</u>
	Total Expenditures	<u>146,000</u>	<u>2,000</u>	<u>144,000</u>
	Excess of Income Over (Under) Expense	<u>(139,688)</u>	<u>34</u>	<u>139,722</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
60 - Recreation & Parks-DWR E58237
From 7/1/2020 Through 6/30/2021
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	1,413	0	(1,413)
4625	Transfers-Within Fund In	<u>103,500</u>	<u>3,899</u>	<u>(99,601)</u>
	Total Revenue	<u>104,913</u>	<u>3,899</u>	<u>(101,014)</u>
	Expenditures			
7910	Long Term Debt-Principal	83,576	46,397	37,179
7911	Long Term Debt-Interest	<u>13,501</u>	<u>2,142</u>	<u>11,359</u>
	Total Expenditures	<u>97,077</u>	<u>48,539</u>	<u>48,538</u>
	Excess of Income Over (Under) Expense	<u>7,836</u>	<u>(44,640)</u>	<u>(52,476)</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
61 - Recreation & Park - Reserve DWR E58237
From 7/1/2020 Through 6/30/2021
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	1,650	0	(1,650)
	Total Revenue	<u>1,650</u>	<u>0</u>	<u>(1,650)</u>
	Excess of Income Over (Under) Expense	<u>1,650</u>	<u>0</u>	<u>(1,650)</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
70 - Recreation & Park - USDA Debt Fund
From 7/1/2020 Through 6/30/2021
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4625	Transfers-Within Fund In	<u>100,000</u>	<u>31,298</u>	<u>(68,702)</u>
	Total Revenue	<u>100,000</u>	<u>31,298</u>	<u>(68,702)</u>
	Expenditures			
7910	Long Term Debt-Principal	37,000	39,000	(2,000)
7911	Long Term Debt-Interest	51,205	27,646	23,559
8625	Tfr Within Fnd-Out	<u>0</u>	<u>30,500</u>	<u>(30,500)</u>
	Total Expenditures	<u>88,205</u>	<u>97,146</u>	<u>(8,941)</u>
	Excess of Income Over (Under) Expense	<u>11,795</u>	<u>(65,847)</u>	<u>(77,642)</u>

CAMP MEEKER RECREATION & PARK DISTRICT									
Allocation of Water Receipts Fiscal Year 7/1/2020 -6/30/2021									
Transfer	Allocation	Bank of West		Total Amount	USDA-A&B	Cap Improvements	Operations	Total	
Month	Month	Stmt Balance		Transferred	WFB-Invest	WFB-Invest	WFB-Operating		
August-20	July-20	20,959.39		20,500.00	6,100.00	500.00	13,900.00	20,500.00	
September-20	August-20	17,815.22	*	17,750.00	6,100.00	500.00	11,150.00	17,750.00	
October-20	September-20	24,683.90		24,500.00	6,100.00	500.00	17,900.00	24,500.00	
November-20	October-20	23,755.93		23,700.00	6,100.00	500.00	17,100.00	23,700.00	
December-20	November-20						#VALUE!	#VALUE!	
January-21	December-20						#VALUE!	#VALUE!	
February-21	January-21						#VALUE!	#VALUE!	
March-21	February-21						#VALUE!	#VALUE!	
April-21	March-21						#VALUE!	#VALUE!	
May-21	April-21						#VALUE!	#VALUE!	
June-21	May-21						#VALUE!	#VALUE!	
July-21	June-21						#VALUE!	#VALUE!	
YTD Totals		87,214.44		86,450.00	24,400.00	2,000.00	#VALUE!	#VALUE!	
2012-2013 Monthly					5,675.00	500.00			
2013-2014 Monthly					6,200.00	500.00			
2014-2015 Monthly					6,200.00	500.00			
2015-2016 Monthly					6,100.00	500.00			
2016-2017 Monthly					6,100.00	500.00			
2017-2018 Monthly					6,100.00	500.00			
2018-2019 Monthly					6,100.00	500.00			
2019-2020 Monthly					6,100.00	500.00			
*By telephone									
11/10/20									

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

November 10, 2020

RE: CAMP MEEKER PAST DUE ACCOUNTS

- **Account 184:** They both lost their jobs. Catholic Charities was going to pay but they needed CMRPD's tax ID number.
- **Account 3:** I have been trying to reach this customer. Never answers and voicemail box is full.
- **Account 59:** Paid by billpay, should be here by Friday.
- **Account 60, 174:** Customer does not write checks so pays in cash. Has stayed in contact but no payment yet.
- **Account 104:** Phone is disconnected.
- **Account 149:** Lost their jobs, trying to get assistance. Checks in once a week to let me know the status.
- **Account 161:** Called and said he will send payment.
- **Account 220:** I have left several messages.
- **Accounts 226, 227:** Payment is in the mail.
- **Account 298:** Says he Sent payment. Still haven't received it.
- **Past Due Accounts:** Past due notices were sent on November 5, 2020, final notices will go out on November 12, 2020. No lock offs this month due to the Covid-19 virus.

PAST DUE LIST

CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
3		54.58	52.82	52.40	103.88	15.45 7/7/20	263.68
6		65.75	85.33	79.85		376.94 9/2/20	230.93
15		55.22	54.08	15.16		200.00 9/14/20	124.46
22		67.03	62.75	64.03		57.18 9/18/20	193.81
45		52.50	51.90	0.08		300.00 6/22/20	104.48
59		51.90	50.78	50.54	105.44	49.00 5/22/20	258.66
60		57.30	63.35	67.63	105.78	206.20 8/3/20	294.06
64		51.54	51.90	102.24		10.00 10/27/20	205.68
68		64.40	87.95	41.94		100.00 9/23/20	194.29
96		56.68	57.18	63.50		168.22 8/28/20	177.36
104		51.16	50.68	51.22	207.32	95.32 4/20/20	360.38
107		62.92	62.80	68.44		130.18 9/2/20	194.16
133		50.66	51.52	59.12		103.08 9/2/20	161.30
134		51.72	52.00	49.82		140.00 9/8/20	153.54
140		50.78	51.94	53.54	86.87	250.00 8/3/20	243.13
149		53.62	54.34	54.16	241.90	10.00 10/27/20	404.02
157		49.02	49.02	49.02		35.22 8/28/20	147.06
158		74.30	62.53	61.70		115.38 8/28/20	198.53
161		50.16	50.88	50.66	339.82	250.00 1/14/20	491.52
172		54.64	56.46	0.06		109.00 9/28/20	111.16
174		53.78	56.50	56.84	54.64	171.80 8/3/20	221.76
179		51.76	54.14	55.88	199.31	160.00 5/5/20	361.09
182		61.33	54.80	20.00		144.76 10/23/20	136.13
184		54.56	54.54	53.42	536.94	50.00 12/12/19	699.46
185		49.84	49.36	4.87		45.00 10/27/20	104.07
190		49.00	49.00	49.00		109.53 9/28/20	147.00
192		50.30	50.74	50.18	143.59	220.00 7/3/20	294.81
220		75.85	80.35	77.05	312.86	269.91 6/15/20	546.11
226		52.68	52.94	54.64	53.70	228.57 8/18/20	213.96
227		53.54	53.38	53.20	54.58	259.65 8/18/20	214.70
279		51.52	52.54	51.58		103.14 9/8/20	155.64
295		50.16	49.94	8.87		90.00 9/23/20	108.97
298		55.02	56.74	56.82	115.74	110.44 8/7/20	284.32
304		50.54	52.90	52.68	107.76	163.48 8/28/20	263.88
317		56.82	58.66	59.83		116.96 10/13/20	175.31
322		50.94	50.68	51.48		105.72 9/30/20	153.10
325		54.84	55.20	0.98		109.90 9/2/20	111.02
338		51.40	51.04	51.04	115.32	100.00 9/2/20	268.80
339		49.14	49.00	48.60		203.00 8/21/20	146.74

PAST DUE LIST

CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
Total Receivables: 28,012.24		2,148.90		1,892.07			
Accounts Listed: 39			2,192.66		2,885.45		\$9,119.08

All Customers Age 2 Accounts
Russian River Utility

**CAMP MEEKER RECREATION AND PARK DISTRICT
WATER SALES 2020**

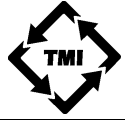
METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS	NOTES
Alliance Master Meter Union Park	363 369	JAN	1,441,580	612,600	828,980	859,640	57.50	3.69	
Alliance Master Meter Union Park	363 369	FEB	1,340,560	490,200	850,360	754,790	63.43	1.12	
Alliance Master Meter Union Park	363 369	MARCH	1,242,080	472,400	769,680	711,600	61.96	0.75	
Alliance Master Meter Union Park	363 369	APRIL	1,288,950	431,800	857,150	777,980	66.49	9.23	
Alliance Master Meter Union Park	363 369	MAY	1,477,320	474,700	1,002,620	913,520	67.86	8.88	
Alliance Master Meter Union Park	363 369	JUNE	1,574,120	581,800	992,320	1,065,920	63.03	-7.40	
Alliance Master Meter Union Park	363 369	JULY	1,826,850	672,700	1,154,150	1,081,640	63.17	6.28	
Alliance Master Meter Union Park	363 369	AUG	2,231,960	796,070	1,435,890	1,260,010	64.33	12.24	
Alliance Master Meter Union Park	363 369	SEPT	2,228,500	860,160	1,368,340	1,182,410	61.40	13.58	
Alliance Master Meter Union Park	363 369	OCT	1,987,610	842,340	1,145,270	1,123,050	57.62	1.94	
Alliance Master Meter Union Park	363 369	NOV							
Alliance Master Meter Union Park	363 369	DEC							
	total 2020		16,639,530	6,234,770	10,404,760	9,730,560	62.52	6.47	

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

ESTIMATE N^o E-105459.1

855-649-8100

TRAFFIC MANAGEMENT, INC.



Page 1 of 1

www.trafficmanagement.com

225 Sutton Pl
Santa Rosa, CA 95407

COMPANY:

Camp Meeker Park & Recreation

PHONE:

415-238-2895

FAX:

CONTACT PERSON:

John McDaniel

DIRECT PHONE/EXT:

415-238-2895

DIRECT FAX:

CELL PHONE:

EMAIL:

jalfredmcdaniel@gmail.com

COMPANY ADDRESS:

5240 Bohemian Hwy,

CITY, STATE, ZIP:

Camp Meeker, CA 95419

JOB LOCATION:

5240 Bohemian Hwy

CITY / COMMUNITY:

Camp Meeker

T.B. MAP PAGE:

PROJECT INFORMATION:

5240 Bohemian Hwy Project

OTHER INFO:

Union Wages / Weekday Work

CUST. REF #:

N/A

PLAN REFERENCE:

Santa Rosa Branch

CUSTOMER WORK DESCRIPTION:

Utility Pole Replacement

APPROX. START DATE:

TBD

START TIME:

8:00 AM

WORK HOURS / DURATION

1 Day

RFQ #:

LN #	QTY	QTY	QTY	RATE	ITEM / DESCRIPTION	TOTAL
1	1 dy			\$1,632.00 ea/dy	Two-Man Traffic Control Operation (8.0 Hrs. M-F) Based on two (2) traffic controllers (flaggers), one (1) traffic control truck, one (1) FAS (Arrowboard), and traffic control equipment (cones, signs and barricades) to setup standard single lane closures per MUTCD. Mobilization covers up to forty (40) miles from TMI office. Maintenance includes two (2) professionally trained and equipped traffic control men (flaggers), for up to eight (8.0) hours, for the purpose of installing, maintaining, and removing traffic control devices, or otherwise controlling and directing vehicle or pedestrian traffic through or around the work area. This also applies to any standby time onsite. Overtime rates (\$266.00/hr.) apply after eight (8) hours and on Saturdays. Double time rates (\$369.00/hr.) apply after 12 hours, on Sundays and Holidays. *A 4 hour minimum (\$966.00.00) will be applied to all jobs, including jobs cancelled after crews are dispatched.	\$1,632.00
2						

EXCLUSIONS:

The following is not included in this estimate: Tax; Encroachment Permits; Traffic Control Plans; Traffic Signal Plans; Posting of "No Parking" Signs; Lost or damaged equipment; Equipment maintenance; Business and/or resident notification; Temporary striping or striping removal; Construction fencing; Steel/trench plates; Changeable message signs (CMS); Custom signage; Replacement or modification of existing facilities; Other

STANDARD TERMS & CONDITIONS:

1) Although TMI maintains standard general liability, workers compensation, and other insurance coverages, additional costs may be incurred for the issuance of insurance certificates that require special wording, endorsements, or additional coverages or policy changes. 2) Information provided herein should be relied on for estimating purposes only. 3) This estimate is based on information available and/or provided at the time of the estimate request, such as current permit rates and requirements from public agencies, and is subject to change without notice. 4) TMI reserves the right to modify this estimate should the scope of the project change or additional information is provided. 5) Unless otherwise specified, individual line items and rates are based on acceptance of the estimate as a whole. Significant changes in quantities, addition/deletion of line-items, or selection of single line-items may result in price changes. 6) Prices are valid for up to 60 days. 7) All orders for standard traffic control and equipment (without permit or posting requirements), will require at least three working days advance notice; additional time may be required for non-standard and/or large scale traffic control. General

availability of traffic control is not guaranteed and is subject to availability and schedule of TMI crews and equipment. Allow up to 14 working days for traffic plan turn-around (from time of order to initial submittal.) Agency approval and turn-around time of traffic control plans may vary and cannot be guaranteed. 8) Permit approval and timeline often vary from Agency to Agency and no guarantee of approval or approval timeline is represented. 9) Compensation will be charged for jobs that require special safety training requirements and security clearance. 10) Unless stated otherwise, this estimate is based on work being performed during normal field working hours (7:00am to 3:30pm) Monday through Friday. Additional costs will be incurred and invoiced for after hours work, weekend and/or holidays. 11) ACCEPTANCE OF THIS ESTIMATE: Unless otherwise agreed in writing, acceptance of this estimate shall authorize TMI to perform all work as stated, and this document shall serve as the binding contract, subject to the terms and conditions herein. 12) FUEL SURCHARGE: A fuel surcharge may be applied to any services requiring travel, transportation or mobilization. 13) RENTAL PROTECTION PROGRAM: All rental orders will be automatically enrolled in Rental Protection Plan (RPP) unless opted out by customer. If customer opts out of RPP, customer assumes sole responsibility for damaged or lost equipment. RPP is not available for registered motor vehicles such as TMA's and traffic control trucks. RPP surcharge will only be applied to equipment rental charges, and not be applied to delivery, installation, removal, or other labor and service charges. RPP Coverage Exclusions: Lost, stolen, or missing equipment; damage resulting from customer misuse or negligence; damages of any kind to third parties.

x Jose Rosales

TMI ESTIMATOR

x

CUSTOMER ACKNOWLEDGEMENT

DATE PREPARED:

11/12/2020

ESTIMATED TOTAL:

\$1,632.00