

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

Tuesday November 19, 2019 7:00 pm  
DISTRICT OFFICE (Next to the Fire Station)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. STATEMENTS OF ABSTENTION

V. PUBLIC COMMENT

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

VI. CONSENT ITEMS (10 minutes)

- A. Approval of Minutes
  - 1. October 15, 2019 Minutes
  - 2. Correction: May 21, 2019 Minutes
- B. Payment of Claims
- C. Journal Entry Approval
- D. Administrative and Financial Report

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

- A. Report of operations for the current month.

VIII. OATH OF OFFICE

DESCRIPTION: The Board President will administer the oath of office provided by the County of Sonoma Elections to John A. McDaniel and Lynn E. Watson whose new four-year terms begin December 4, 2019.

IX. ACTION ITEMS

- A. ANDERSON HALL RENTAL FEE REFUND \$100.00 (OCTOBER 27) (Staff, 5 minutes)  
DESCRIPTION: Per contract, Rick and Monika Ruggiero rented and paid for a wedding rental of October 25, 26 and 27 at Anderson Hall. The October 25 and 26 dates were utilized for the wedding; however, the space rented for October 27 was not available for use due to the recent fire evacuation and power outage. The client is requesting a refund of \$100.00 for the October 27 fee. The current rental contract has no "Act of God" clause.  
PROPOSED ACTION: The Board may/may not approve a refund of \$100.00 to Rick and Monika Ruggiero.

- B. CAMP MEEKER VOLUNTEER FIRE WATER TO FIRE DEPARTMENT (Gary Helfrich, 10 minutes)  
DESCRIPTION: The Board will discuss the circumstances regarding the recent increase in the water bill for use of water for private purposes and impact of the release of treated water into Dutch Bill Creek as well as review the draft letter authorized at the September meeting.  
PROPOSED ACTION: The Board may/may not take further action.
- C. BOARD BAD DEBT POLICY AND WATER CUSTOMER WRITE-OFF ACCOUNT 217 (Staff, 10 minutes)  
DESCRIPTION: Former owner of 57 Van Ness, Albert Brown, sold the property leaving a balance due the water system of \$129.11. Russian River Utility staff is requesting Board authorization to “write-off” this balance that they feel is not the responsibility of the new owner, Marvin Sleeper. At its May 21, 2019 meeting the Board determined that this is an issue between the former and current owner; and, therefore did NOT approve the write-off and the minutes have been corrected to reflect that decision. Upon the advice of District Counsel Martin Hirsch, the Board will consider proceeding with the adoption of an ordinance in the water code to clarify the issue once and for all.  
PROPOSED ACTION: The Board may proceed to adopt an ordinance regarding water system account bad debt write-offs as well direct Russian River Utility regarding account 217.
- D. POTENTIAL TRANSFER OF PARCELS FROM ST. DOROTHY’S TO THE DISTRICT (Gary Helfrich, 10 minutes)  
DESCRIPTION: Director Helfrich advised at the August meeting that the Sonoma Land Trust and St. Dorothy’s Rest were interested in exploring opportunities for transferring parcels that are adjacent to the District’s property or may have potential for recreational use.  
PROPOSED ACTION: The Board may/may not direct further action regarding this issue.
- E. ANDERSON HALL RENTAL AGREEMENT DRAFT (John McDaniel, 10 minutes)  
DESCRIPTION: Over the past year of managing Anderson Hall, it has become apparent that the current contract in use for clients does not adequately address a number of issues; therefore, the Board will discuss the draft of a revised document to be used effective January 1, 2020. District Counsel has reviewed and recommends the use of the draft document.  
PROPOSED ACTION: The Board may/may not adopt use of the revised contract document effective January 1, 2020.
- F. ANDERSON HALL OPERATIONS AND MAINTENANCE (John McDaniel, 15 minutes)  
1. UPDATE: ANDERSON HALL AND ADJACENT AREA PARKING (5 minutes)  
DESCRIPTION: The Board will further explore issues regarding Anderson Hall and adjacent area parking with respect to signage in this area.  
PROPOSED ACTION: The Board may/may not take action regarding this issue.

2. UPDATE: DISTRICT SECURITY AND SAFETY (5 minutes)

DESCRIPTION: At its October meeting the Board directed that cost estimates for security cameras for Anderson Hall and the parking lot be explored. Recent incidents of vandalism with the dropping of garbage and abandonment of vehicles on the District's public lands has occasioned the Board's discussion security of District property and related health and safety possibilities.

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

3. OPERATIONS UPDATE (5 minutes)

DESCRIPTION: Director McDaniel will report regarding Anderson Hall operations, possible maintenance projects and related matters.

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

G. UPDATE: PROPOSED CMVFD CONTRACT (Jim Stephens, 10 minutes)

DESCRIPTION: The Board will discuss the possibility of an administrative contract with Sonoma County on the part of CMVFD.

PROPOSED ACTION: None anticipated.

X. DIRECTORS' REPORTS

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

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

XI. ADJOURNMENT

HOW TO GET AN ITEM ON THE AGENDA

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

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

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

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

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

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

Tuesday October 15, 2019 7:00 pm  
DISTRICT OFFICE (Next to the Fire Station)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order at 7:00 P.M. by President Helfrich.

II. ROLL CALL

Directors Helfrich, Larson, McDaniel, and Watson were present. Director Tominia was absent.

III. APPROVAL OF AGENDA

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

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

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

Richard Seaman provided a brief update regarding the activities of his Fire Safe Camp Meeker program.

VI. CONSENT ITEMS

A. Approval of Minutes

1. September 17, 2019 Minutes

A motion was made by Valery Larson, and seconded Lynn Watson to approve the September 17, 2019 minutes as recorded.

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

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

The motion was approved.

B. Payment of Claims

A motion was made by John McDaniel, and seconded by Valery Larson to approve the October 15, 2019 warrant request 2019/2020-004 as follows:

2019-2020-004	RP-Oct 2019	4,166.12
\$16,565.14	Water-Oct 2019	12,399.02

Wells Fargo Bank Checks 1983-1992 totaling \$16,565.14 in payment of District expenses for water and Recreation and Park, Bank of the West checks 652 and 654 totaling \$20,500.00 in payment of water receipts transfers, US Bank checks 1103 in payment of rental fee revenue of \$2,116.05 and 1105 for client deposit refunds.

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

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

The motion was approved.

C. Journal Entry Approval

There were no journal entries. The ongoing recurring entries for service charges and interest income were not written due to early close/PGE issue.

D. Administrative and Financial Report

Ms. Doran advised that financial statements and bank reconciliations were not completed due to and early meeting date and the anticipated PGE shutdown. These will be presented in November. She updated the Board regarding Department of Water Resources payment by the County and advised that the District has received an award from SDRMA risk management award for no claims. She further advised that an item would be added to the November 19 agenda to correct an error in transcription of the May 21, 2019 meeting minutes.

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

- A. Robert Sherod and Jamie Dunton reported regarding ongoing maintenance and operations. Mr. Dunton additionally reported on status of the release of water for the fish.
- B. DWR Reporting  
Mr. Dunton reported regarding DWR communications issues and advised that emails regarding reporting to the State will go directly to RRU.

VIII. ACTION ITEMS

A. UPDATE: ANDERSON HALL AND ADJACENT AREA PARKING

DESCRIPTION: John McDaniel reported and the Board further discussed issues regarding Anderson Hall and adjacent area parking with respect to signage.

ACTION: A motion was made by Valery Larson and seconded by Lynn Watson to authorize John McDaniel to purchase four (4) temporary signs to be used relative to parking control at Anderson Hall.

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

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

The motion was approved.

B. DISTRICT SECURITY AND SAFETY

DESCRIPTION: Director Larson advised that the County Sheriff's office had been contacted regarding the recent incidents of vandalism with the dropping of garbage at the District office. The Sheriff had talked with the individual involved (determined by mail left in the trash bag). The Board went on to discuss abandonment of vehicles on the District's public lands. The Board was advised that the District's legal counsel recommended the installation of cameras at Anderson Hall as well as other District property.

ACTION: The Board directed staff to obtain estimates for cost of cameras and installation from appropriate vendors including Bill's Lock.

C. CAMP MEEKER VOLUNTEER FIRE WATER TO FIRE DEPARTMENT

DESCRIPTION: The Board will discuss the circumstances regarding the recent increase in the water bill for use of water for private purposes and impact of the release of treated water into Dutch Bill Creek as well as review the draft letter authorized at the September meeting.

ACTION: The Board tabled this discussion until the November 19 meeting.

D. EXCESSIVE WATER BILL: ANDERSON HALL

DESCRIPTION: A recent leak at Anderson Hall resulted in a water bill of \$289.50. The leak has been repaired and the Board will consider a reduction in the bill per existing District policy for excessive water bills. The Board has not received the appropriate documentation of the repair and is unable to process a reduction until such time as it is received.

ACTION: A motion was made by John McDaniel and seconded by Valery Larson to pay the outstanding water bill of \$289.50. The Board will process a reduction request upon receipt of the repair bill as appropriate documentation can be obtained as provided in current District policy.

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

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

The motion was approved.

E. UPDATE: ANDERSON HALL OPERATIONS AND MAINTENANCE

DESCRIPTION: Director McDaniel reported regarding status of Anderson Hall operations, possible maintenance projects and related matters including a public bidding process for major projects.

ACTION: The Board took no further action regarding Anderson Hall.

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**

Director Helfrich advised that he anticipates a report relative to the land acquisition and the Sonoma Land Trust. He is hopeful that the Board will be able to take some action.

X. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Valery Larson, and seconded by John McDaniel that the October 15, 2019 meeting of the Camp Meeker Board of Directors is adjourned.

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

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

The motion was approved.

The meeting adjourned at 7:53 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD  
2019-09-17finalminscdg1.doc

C. Journal Entry Approval

Journal 2019-050: County Tax Transfer

Ms. Doran-Girard reviewed JV2019-050 recording the transfer of tax and direct charges to Wells Fargo Bank by the County of Sonoma.

A motion was made by Lynn Watson, and seconded Valery Larson to approve JV2019-050 recording receipt of tax funds and direct charges transferred by the County of Sonoma to Wells Fargo Bank.

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

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

The motion was approved.

C. Administrative and Financial Report

Ms. Doran-Girard informed the Board that the Fair Political Practices Commission has requested population information under regulation 18360.1 relative to potential violations of the Political Reform Act, reviewed Prop 68-Climate Adaptation for the Bay Area and the LAFCO approved 2019-2020 Budget. Additionally, the Board was advised that the District's 2019-2020 Preliminary Budget will be presented for approval at the June meeting; and, lastly, that the University of Michigan Library had sent an old Camp Meeker pamphlet that had been donated to their archive and was not within the scope of their holdings. It was agreed that the District would pass this item on to the Sonoma County Local History Library for their archives.

VII. REPORT OF THE WATER SYSTEM OPERATOR

- A. Jamie Dunton of Russian River Utility reported regarding meeting with Sonoma County Water Agency. He advised that the Division of Drinking Water will be conducting an inspection on May 22 and that the system is working well.

IX. ACTION ITEMS

A. UPDATE PROPOSED CMVFD CONTRACT

DESCRIPTION: The Board did not discuss the possibility of an administrative contract with Sonoma County on the part of CMVFD as there was no report from the CMVFD.

ACTION: There was no action.

B. WATER CUSTOMER WRITE-OFF ACCOUNT 110

DESCRIPTION: Former owner of 124 Fir, Kris Edwards sold the property leaving a balance due the water system of \$66.48. Russian River Utility staff requested Board authorization to "write-off" this balance that is not the responsibility of the new owner, Karen Olsen. The Board discussed the circumstances in detail. It was the feeling of the Directors that this is a matter between the former and present owners.

ACTION: A motion was made by Valery Larson and seconded by John McDaniel that the Board will authorize write-off of \$66.48 from Kris Edwards former owner of 124 Fir (account 110) and due from current owner, Karen Olsen. Russian River staff is directed to contact owner and advise of the Board's decision.

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

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

The motion was approved.

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**CHERYL DORAN GIRARD  
CLIENT MEMORANDUM**

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**TO:** CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS  
**FROM:** CHERYL DORAN GIRARD  
**SUBJECT:** NOVEMBER 19, 2019 WARRANTS AND FINANCIAL INFORMATION  
**DATE:** NOVEMBER 15, 2019

Financial Statements and Warrant Detail in the board packet following this memorandum provide updated information through November 15, 2019.

2019/2020-005	RP-November 2019	6,056.65
\$19,211.96	Water-November 2019	13,155.31

The Financial statements included in the Board info packet represent revenue and expenses to date for the 2019-2020 fiscal year. The 2019-2020 Budget for comparison will be entered before the December meeting.

All bank accounts are reconciled. The issues with the last PayPal transaction remain unresolved and in stasis. It is my sense this won't be resolved.

Please continue to refer Anderson Hall inquiries and or booking issues to John or I.

The audit is scheduled for early December and I will be preparing for it over the coming weeks. I continue to write instruction and policy books for the District when time is available.

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 # 2019-2020-005

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
Larson, Valery	30.00	30.00		Director Stipend-November
Watson, Lynn	30.00	30.00		Director Stipend-November
Camp Meeker Water	83.00	83.00		Water Service
California Special Dist Assoc	467.00	233.50	233.50	19-20 Member Dues
CA Dept Tax & Fee	306.80		306.80	Water Permit Fee 2019-2020
Doran-Girard, Cheryl	6,891.00	2,237.63	1,893.37	Consulting-October/November
Doran-Girard, Cheryl		344.25	344.25	Consulting-October/November
Doran-Girard, Cheryl	-	1,205.25	860.25	Consulting-October/November
Doran-Girard, Cheryl		3.00	3.00	Recycle Fee
McPhail's Fuel	512.62	512.62		Propane & Gas Leak
Perry Johnson	120.00	45.00	75.00	Legal Services
Lopez, Jessica	180.00	180.00		Hall Cleaning
PGE	91.78	91.78	-	Electric Service
Russian River Utility	9,259.22	-	8,450.71	Contract Services
Russian River Utility			759.25	Tank Work
Russian River Utility			49.26	Baumert & Tower Electric
US Bank	540.54	360.62	179.92	Website & Communications
Sonoma Cty Tax Collector	350.00	350.00		Parcel Tax-Hall
Sonoma Cty Tax Collector	350.00	350.00		Parcel Tax Dist/PO/Firehouse
		-		

Total	<u>19,211.96</u>	<u>6,056.65</u>	<u>13,155.31</u>	-
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\*Added After close

DIRECTOR APPROVAL:

DATE:

11/19/19

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**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - CDG-Current Register  
1010 - Cash In Wells Fargo Bank-Operating  
From 10/16/2019 Through 11/19/2019

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1993	System Generated Check/Vo...	California Special ...	11/19/2019	467.00
1994	System Generated Check/Vo...	California Depart...	11/19/2019	306.80
1995	System Generated Check/Vo...	Camp Meeker Wa...	11/19/2019	83.00
1996	System Generated Check/Vo...	Cheryl Doran-Girard	11/19/2019	6,891.00
1997	System Generated Check/Vo...	Jessica Lopez	11/19/2019	180.00
1998	System Generated Check/Vo...	McPhail Fuel Com...	11/19/2019	512.62
1999	System Generated Check/Vo...	P G & E	11/19/2019	91.76
2000	System Generated Check/Vo...	Perry Johnson An...	11/19/2019	120.00
2001	System Generated Check/Vo...	Russian River Utility	11/19/2019	9,259.22
2002	System Generated Check/Vo...	Sonoma Co Tax C...	11/19/2019	350.00
2003	System Generated Check/Vo...	Sonoma County T...	11/19/2019	350.00
2004	System Generated Check/Vo...	US Bank	11/19/2019	540.54
2005	Director Stipend--November...	Valery Larson	11/19/2019	30.00
2006	Director Stipend-November ...	Lynn Watson	11/19/2019	30.00
Total 1010 - Cash In Wells Fargo Bank-Operating				19,211.94

**Camp Meeker Recreation & Parks District**

Check/Voucher Register - CDG-Current Register

1030 - Cash in Bank of the West-Water

From 10/16/2019 Through 11/19/2019

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
655	Water Receipts Oct 2019 Tfr...	Camp Meeker Rec...	11/19/2019	6,600.00
656	Water Receipts Tfr October ...	Camp Meeker Rec...	11/19/2019	<u>11,900.00</u>
		Total 1030 - Cash in Bank of the West-Water		18,500.00

**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - CDG-Current Register  
1040 - Cash in US Bank-Rental Deposits/PayPal  
From 10/16/2019 Through 11/19/2019

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1106	Rental Fee Tfr per 11/13/20...	Camp Meeker Rec...	11/19/2019	<u>2,169.65</u>
		Total 1040 - Cash in US Bank-Rental Deposits/PayPal		2,169.65
				<u>                    </u>
Report Total				<u><u>39,881.59</u></u>



**Camp Meeker Recreation & Parks District**

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

10 - Recreation & Park - Operating  
From 7/1/2019 Through 6/30/2020  
(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	76,000	0	(76,000)
4041	Cost Reimbursement-Collect Delinquent CY Unsec	150	0	(150)
4101	Interest Pooled Cash -Sonoma County	25	0	(25)
4110	Interest Earned-Wells Fargo Bank	0	8	8
4210	Rental Fees-Anderson Hall	8,000	7,151	(849)
4215	Rental Fees-Other	1,727	792	(935)
4220	State-Home Owner Property Tax Relief	500	0	(500)
	<b>Total Revenue</b>	<u>86,402</u>	<u>7,951</u>	<u>(78,451)</u>
Expenditures				
5010	Director Stipend	780	270	510
5011	Compensation	4,500	0	4,500
5015	Employer Payroll Tax	371	0	371
5017	Worker Compensation Insurance	1,730	1,235	495
5101	Communications-Telephone	1,574	377	1,197
5105	Communications-ISP Website	250	80	170
5110	Communications-Website Other	1,150	425	725
5184	Janitorial Supplies	500	0	500
5185	Janitorial Services	2,000	720	1,280
5210	Insurance-Property & Liability	3,500	0	3,500
5301	Maintenance-Beach and Parks	750	0	750
5302	Maintenance-Bldgs & Improvements	500	0	500
5401	Memberships	200	234	(34)
5402	Marketing	250	0	250
5405	Miscellaneous	1,000	700	300
5410	Office Supplies	1,150	281	869
5416	Lease-Accounting Software	1,500	498	1,002
5420	Training-Administrative	150	0	150
5425	Postage	200	32	168
5426	Printing Services	175	84	91
5427	Supplies	675	1,297	(622)
5428	Food	275	0	275
5501	Professional Fees-Web	1,050	113	938
5520	Administrative Services	12,500	9,417	3,083
5540	LAFCO Charges	300	0	300
5550	Legal Services	2,500	1,429	1,071
5555	Professional Services-Auditor	7,500	180	7,320
5556	Professional Services-Accounting	12,000	7,115	4,885
5570	Service Fee-PayPal	125	145	(20)
5571	Late Fees	50	0	50
5575	Bank Service Fees	175	39	136
5576	Property Tax Administration Fee	1,000	0	1,000
5590	Gas and Oil	1,600	457	1,143
5591	Equipment Rentals	0	70	(70)
5592	Water and Sewer	1,100	582	518
5594	Utilities	1,025	389	636
8516	Maintenance & Repair	13,000	426	12,574
8565	Equipment 2	1,500	0	1,500
9001	Contingency	416	0	416

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
10 - Recreation & Park - Operating  
From 7/1/2019 Through 6/30/2020  
(In Whole Numbers)

	<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
Total Expenditures	<u>79,021</u>	<u>26,594</u>	<u>52,427</u>
Excess of Income Over (Under) Expense	<u>7,381</u>	<u>(18,644)</u>	<u>(26,025)</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
40 - Recreation & Parks - Water Operations  
From 7/1/2019 Through 6/30/2020  
(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	125,640	0	(125,640)
4310	Sales of Water-Residential	195,000	77,872	(117,128)
4625	Transfers-Within Fund In	<u>98,500</u>	<u>11,842</u>	<u>(86,658)</u>
	Total Revenue	<u>419,140</u>	<u>89,714</u>	<u>(329,426)</u>
Expenditures				
5017	Worker Compensation Insurance	500	500	0
5101	Communications-Telephone	500	177	323
5105	Communications-ISP Website	350	80	270
5110	Communications-Website Other	350	0	350
5210	Insurance-Property & Liability	3,500	0	3,500
5401	Memberships	150	234	(84)
5405	Miscellaneous	125	12	113
5410	Office Supplies	750	249	501
5415	Office Operations	100	0	100
5416	Lease-Accounting Software	1,500	498	1,002
5420	Training-Administrative	150	0	150
5425	Postage	150	42	108
5426	Printing Services	500	84	416
5501	Professional Fees-Web	1,500	38	1,463
5502	Professional Fees-Consultants	25,000	0	25,000
5515	Contract Services-Water Operations	105,000	41,821	63,179
5520	Administrative Services	15,000	8,701	6,299
5540	LAFCO Charges	1,200	0	1,200
5550	Legal Services	7,500	895	6,605
5555	Professional Services-Auditor	8,500	1,384	7,116
5556	Professional Services-Accounting	14,000	6,671	7,329
5565	Fiscal Agent Fees	1,200	0	1,200
5575	Bank Service Fees	175	30	145
5580	Elections Cost	2,000	0	2,000
5585	Public/Legal Notices	400	298	102
5587	Water System Fees-State	2,500	307	2,193
5588	Testing-Water System	0	690	(690)
5594	Utilities	6,500	1,978	4,522
8516	Maintenance & Repair	15,000	(3,457)	18,457
8625	Tfr Within Fnd-Out	<u>205,000</u>	<u>25,471</u>	<u>179,529</u>
	Total Expenditures	<u>419,100</u>	<u>86,701</u>	<u>332,399</u>
	Excess of Income Over (Under) Expense	<u>40</u>	<u>3,013</u>	<u>2,973</u>



**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
50 - Recreation & Parks - Water Capital  
From 7/1/2019 Through 6/30/2020  
(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	300	103	(197)
4625	Transfers-Within Fund In	<u>6,000</u>	<u>2,500</u>	<u>(3,500)</u>
	Total Revenue	<u>6,300</u>	<u>2,603</u>	<u>(3,697)</u>
	Expenditures			
8625	Tfr Within Fnd-Out	<u>98,500</u>	<u>2,500</u>	<u>96,000</u>
	Total Expenditures	<u>98,500</u>	<u>2,500</u>	<u>96,000</u>
	Excess of Income Over (Under) Expense	<u>(92,200)</u>	<u>103</u>	<u>92,303</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
60 - Recreation & Parks-DWR E58237  
From 7/1/2019 Through 6/30/2020  
(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	650	0	(650)
4625	Transfers-Within Fund In	<u>104,281</u>	<u>0</u>	<u>(104,281)</u>
	Total Revenue	<u>104,931</u>	<u>0</u>	<u>(104,931)</u>
	Expenditures			
7910	Long Term Debt-Principal	86,722	45,012	41,710
7911	Long Term Debt-Interest	<u>10,356</u>	<u>3,527</u>	<u>6,829</u>
	Total Expenditures	<u>97,078</u>	<u>48,539</u>	<u>48,539</u>
	Excess of Income Over (Under) Expense	<u>7,853</u>	<u>(48,539)</u>	<u>(56,392)</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
61 - Recreation & Park - Reserve DWR E58237  
From 7/1/2019 Through 6/30/2020  
(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	1,050	0	(1,050)
	Total Revenue	<u>1,050</u>	<u>0</u>	<u>(1,050)</u>
	Excess of Income Over (Under) Expense	<u>1,050</u>	<u>0</u>	<u>(1,050)</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
70 - Recreation & Park - USDA Debt Fund  
From 7/1/2019 Through 6/30/2020  
(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>93,358</u>	<u>32,817</u>	<u>(60,541)</u>
	Total Revenue	<u>93,358</u>	<u>32,817</u>	<u>(60,541)</u>
	Expenditures			
7910	Long Term Debt-Principal	35,500	37,000	(1,500)
7911	Long Term Debt-Interest	57,938	28,531	29,407
8625	Tfr Within Fnd-Out	<u>0</u>	<u>30,500</u>	<u>(30,500)</u>
	Total Expenditures	<u>93,438</u>	<u>96,031</u>	<u>(2,593)</u>
	Excess of Income Over (Under) Expense	<u>(80)</u>	<u>(63,214)</u>	<u>(63,134)</u>

CAMP MEEKER RECREATION AND PARK DISTRICT											
Allocation of Water Receipts Fiscal Year 7/1/2019 -6/30/2020											
Transfer	Allocation	Bank of West	Total Amount	USDA-A&B	Cap Improvements	Operations					
Month	Month	Stmt Balance	Transferred	WFB-Invest	WFB-Invest	WFB-Operating					Total
August-19	July-19	20,614.37	20,500.00	6,100.00	500.00	13,900.00					20,500.00
September-19	August-19		18,500.00	6,100.00	500.00	11,900.00					18,500.00
October-19	September-19	20,976.57	20,500.00	6,100.00	500.00	13,900.00					20,500.00
November-19	October-19	18,666.60	18,500.00	6,100.00	500.00	11,900.00					18,500.00
December-19	November-19					-					-
January-20	December-19					-					-
February-20	January-20					-					-
March-20	February-20					-					-
April-20	March-20					-					-
May-20	April-20					-					-
June-20	May-20					-					-
July-20	June-20					-					-
YTD Totals		60,257.54	78,000.00	24,400.00	2,000.00	51,600.00					78,000.00
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						
11/13/19											

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

**November 8, 2019**

**RE: CAMP MEEKER PAST DUE ACCOUNTS**

- **Past Due Accounts:** Disconnect notices will be processed on November 25, 2019, and lock offs will be scheduled for December 9, 2019.
- **Accounts 61, 72, 77, 92, 109, 113, 144, 209, 223, 298:** Payments are in hand.
- **Account 217:** Previous owner still owes \$129.11. Please include on the agenda to write off this amount, we have been unable to collect.
- **Accounts 140, , :** Customer sent payment

# PAST DUE LIST

## CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
1		42.04	40.04			177.38 9/20/19	82.08
6		49.95	49.32			107.69 9/20/19	99.27
15		42.11	42.11			42.21 10/15/19	84.22
16		43.41	40.90			40.98 10/2/19	84.31
19		45.10	33.92			50.00 10/10/19	79.02
23		48.88	49.94			51.26 10/10/19	98.82
24		51.28	51.62			101.10 10/7/19	102.90
35		42.70	1.18			125.00 7/26/19	43.88
36		40.62	0.93			42.00 10/22/19	41.55
43		53.13	49.57	45.82		330.00 5/21/19	148.52
52		58.07	53.33			58.91 10/16/19	111.40
53		48.78	47.92			52.03 10/2/19	96.70
61		41.92	37.52			45.00 10/10/19	79.44
68		63.12	52.38			162.00 10/7/19	115.50
72		42.30	40.36			49.02 10/10/19	82.66
74		45.12	55.68			289.50 10/22/19	100.80
77		42.41	45.72	2.14		45.00 10/10/19	90.27
86		42.97	40.24			42.96 9/27/19	83.21
87		40.00	0.10			202.00 6/4/19	40.10
88		73.38	7.00			42.84 10/7/19	80.38
90		42.37	41.23	4.91		45.47 9/18/19	88.51
92		50.19	55.43			66.50 10/10/19	105.62
96		69.45	49.43	47.06		98.07 8/27/19	165.94
105		65.23	50.12	186.82		73.18 9/4/19	302.17
107		66.20	60.00			150.42 9/27/19	126.20
109		47.87	46.64			59.43 10/2/19	94.51
111		51.57	50.50	48.48		105.76 8/20/19	150.55
113		42.11	42.11	0.11		42.01 10/10/19	84.33
129		45.20	43.20	43.72	0.58	47.00 10/2/19	132.70
130		46.46	44.34			94.99 10/2/19	90.80
134		45.40	36.89			100.00 9/23/19	82.29
140		49.35	44.66	49.56		97.51 9/10/19	143.57
142		59.08	56.90			54.50 9/20/19	115.98
143		51.05	48.24			110.80 9/18/19	99.29
144		47.97	48.52			48.40 9/30/19	96.49
145		46.40	9.50			50.00 10/22/19	55.90
147		50.91	47.93	37.42		202.83 8/6/19	136.26
151		56.02	46.82			80.00 10/22/19	102.84
152		44.71	33.08			100.00 9/10/19	77.79
155		51.08	49.24			159.23 9/20/19	100.32
158		51.77	51.11	55.89		142.18 9/10/19	158.77
161		46.46	44.72	49.92	2.08	90.00 10/2/19	143.18
164		47.48	48.37			95.00 10/15/19	95.85

# PAST DUE LIST

## CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
167		50.33	47.84			46.68 9/20/19	98.17
178		48.35	49.04			47.52 10/7/19	97.39
182		46.59	49.41			97.05 10/10/19	96.00
184		45.36	47.27	0.38		77.00 10/10/19	93.01
186		44.56	45.12			47.29 10/7/19	89.68
190		42.23	44.54			90.85 10/10/19	86.77
192		46.41	44.26	35.21		110.00 9/24/19	125.88
193		59.65	66.95			192.72 9/20/19	126.60
202		45.90	43.60			43.58 9/18/19	89.50
204		60.20	6.07			100.00 9/10/19	66.27
207		46.93	45.02	4.32		89.96 8/27/19	96.27
208		43.83	26.93			100.00 9/13/19	70.76
209		44.90	43.18			43.32 9/23/19	88.08
217		33.54	70.48	48.48	16.61	40.00 11/7/19	169.11
220		75.65	95.19	13.16		180.00 10/10/19	184.00
223		52.72	78.31			42.58 10/10/19	131.03
224		61.81	58.87	56.07	321.33	400.00 8/14/18	498.08
226		45.93	33.83			116.15 9/23/19	79.76
227		45.60	42.04			83.85 9/23/19	87.64
246		48.77	47.06	35.97		109.00 9/20/19	131.80
247		44.56	42.49			90.00 9/18/19	87.05
260		51.03	48.20			41.94 9/18/19	99.23
264		49.70	47.01	49.86		92.39 9/10/19	146.57
268		44.77	43.36			85.40 9/13/19	88.13
283		48.42	46.30			48.58 10/2/19	94.72
293		54.46	70.70	43.36		145.92 8/13/19	168.52
295		43.14	40.00			50.00 10/2/19	83.14
298		42.51	42.94			40.36 10/22/19	85.45
304		46.63	43.91	37.84		90.00 7/24/19	128.38
305		43.23	43.39			41.46 10/7/19	86.62
306		44.55	42.28			44.00 9/24/19	86.83
309		48.46	46.02	48.70		96.42 9/4/19	143.18
311		46.15	43.58	28.30		300.00 3/12/19	118.03
317		52.06	48.84	50.32		56.75 9/18/19	151.22
318		73.31	85.00			212.22 9/27/19	158.31
320		44.55	43.86			43.00 10/10/19	88.41
329		52.12	48.80			142.12 10/2/19	100.92
330		51.02	46.00			105.81 9/18/19	97.02
333		43.28	2.30			41.58 10/22/19	45.58
337		50.22	48.48			70.06 9/18/19	98.70
338		44.03	41.36			94.48 9/27/19	85.39
339		52.28	49.79	43.37	152.48	(85.07) 8/6/19	297.92
350		70.00	3.50			70.00 10/30/19	73.50



Friday, November 8, 2019

5:40:01PM

**PAST DUE LIST****CAMP MEEKER REC & PARK**

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
358		55.68	63.98			137.06 10/7/19	119.66
367		57.86	52.75	83.38		136.67 9/10/19	193.99
Total Receivables: 21,311.00		4,374.90		1,150.57			
Accounts Listed: 88			3,908.61		493.08		\$9,927.16

All Customers All Aged Accounts  
 Russian River Utility

**CAMP MEEKER RECREATION AND PARK DISTRICT  
WATER SALES 2019**

METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS	NOTES
Alliance Mas Union Park	363 369	JAN	1,359,080	459,700	899,380	774,110	0.66	29.88	
Alliance Mas Union Park	363 369	FEB	1,186,900	499,400	687,500	687,500	0.58	1.99	correction
Alliance Mas Union Park	363 369	MARCH	811,430	29,340	518,030	597,730	0.63	15.40	correction
Alliance Mas Union Park	363 369	APRIL	1,709,500	385,200	1,324,300	738,020	77.46	44.27	
Alliance Mas Union Park	363 369	MAY	1,065,810	540,500	525,310*	705,450	49.28	34.42	*CORRECTION ON NET AMT PUMPED
Alliance Mas Union Park	363 369	JUNE	1,463,350	674,100	789,250	694,070	53.93	12.05	
Alliance Mas Union Park	363 369	JULY	1,768,450	942,300	826,150	1,155,780	46.71	-39.89	
Alliance Mas Union Park	363 369	AUG	2,322,580	769,500	1,553,080	1,287,830	66.86	17.07	
Alliance Mas Union Park	363 369	SEPT	1,987,250	821,900	1,165,350	1,104,700	58.64	5.20	
Alliance Mas Union Park	363 369	OCT	1,635,570	720,300	915,270	894,580	55.96	2.26	
Alliance Mas Union Park	363 369	NOV							
Alliance Mas Union Park	363 369	DEC							
	<b>total 2018</b>		15,309,920	5,842,240	8,678,310	8,639,770	0.57		

CAMP MEEKER RECREATION AND PARK DISTRICT  
PROPOSED ORDINANCE  
REGARDING WATER CUSTOMER ACCOUNT WRITE-OFFS

THE CAMP MEEKER WATER SYSTEM'S PRACTICE IS BASED ON SERVICE TO THE PROPERTY FOR A CONNECTION/ADDRESS. THEREFORE, UNPAID AMOUNTS IF NOT PAID PRIOR TO CLOSE OF ESCROW PASS TO THE NEW PROPERTY OWNER UPON TRANSFER AND WILL NOT BE WRITTEN OFF AS A RESULT OF AN OWNERSHIP CHANGE. IT IS THE RESPONSIBILITY OF A PURCHASER (OR THEIR AGENTS) TO DETERMINE WHAT OUTSTANDING DEBTS ARE ATTACHED TO THE PROPERTY INCLUDING AMOUNTS OWED THE CAMP MEEKER WATER SYSTEM.

**1. Reservations, Security Deposit, Payment and Refunds:**

Reservations are confirmed upon receipt of refundable \$500.00 security deposit and signed Anderson Hall Rental Agreement. Total rental payment is due 60 days prior to the scheduled event date. A District approved contract will be sent upon payment of all fees. Cancellation of an event within 60 days of the reservation date will result in forfeiture of the security deposit, cancellation of an event 60 days or more prior to the reservation date will be 100% refundable. Upon conclusion of an event, security deposit will be refunded within 30 days predicated upon successful completion of post event Hall inspection.

**2. Indemnification:**

The Renter agrees to indemnify, defend and hold the CMRPD and its assigned staff harmless from all costs and expenses resulting from any claims, suits or liabilities of any kind, including attorney fees, arising from or purporting to arise from the conduct, activity, or any other transaction involving Renter, its guests, invitees, or any other person on the Anderson Hall premises at the request or invitation of the Renters or Renters guests or invitees. This provision of the Renters Agreement shall survive the Renter's scheduled departure date from Anderson Hall.

**3. Assignment and Subleasing:**

The Renter shall not assign any interest in this agreement or otherwise transfer or sublease Anderson Hall or any part thereof or permit the use of Anderson Hall to any party other than the Renter.

**4. Use Of Premises:**

The Renter shall comply with all fire, health and sanitary laws, ordinances, rules and orders of appropriate governmental authorities as well as those established by the CMRPD.

1. No candles or open flames or flammable materials are allowed on premises.
2. Exits must remain clear and accessible at all times.
3. No wall hangings or decorations may be applied to walls, doors or windows without prior consent.
4. No overnight parking or overnight facility use is allowed.
5. All chairs and tables must be returned to storage area at the conclusion of the event.
6. All kitchen equipment must be cleaned and properly stored at the conclusion of the event.
7. The Renter is responsible for the full cost of cleaning and/or repairing of any damage above and beyond normal wear and tear of the facility including damage caused by the Renter, Renter's guests, Renters service providers or any individual connected to the Renter's event.
8. Renters are responsible for the removal of all trash and recyclable materials. Trash and recycle bins are available for use during an event but must be emptied and cleaned at the conclusion of the event. Renters will be billed accordingly for the removal of any trash left behind.

**5. Parking and Fire Lanes:**

Guest parking is available at the Post Office parking lot and on the bridge leading to Market and Tower Road. No parking is allowed beyond the "NO Parking Begins" sign located on the right side of Tower Road and extends 100 feet beyond the fire hydrant above Anderson Hall. Disabled parking is available at the Anderson Hall egress and is reserved for vehicles with proper documentation. Limited parking for guests and vendors is available to the lower right of Anderson Hall but must not block access to Lakeside Avenue. Refer to the "Parking Diagram" provided.

**6. Alcohol Policies:**

The following prerequisites and requirements apply to the service of alcoholic beverages at all events held at Anderson Hall:

**Public Events** are those events at which the general public is invited to attend, which require a fee for general attendance, or which sell food or alcoholic beverages for a fee or donation. Public Events shall comply with all alcoholic beverage service requirements mandated by the State Department of Alcoholic Beverage Control and local law enforcement. Alcohol may not be otherwise served or consumed. Copies of all licenses relating to the service of alcohol at each event shall be provided 30 days prior to the event. Public events shall also comply with all requirements applicable to public and private events.

**Private Events** are those events at which attendance is by invitation only, and that do not require a fee for attendance nor for the service of food or alcohol. All private events at which attendance is 100 or more persons shall be required to engage a licensed caterer with an Off-Premise Liquor License to serve alcoholic beverages. Alcohol may not be otherwise served or consumed. As a condition to serving alcoholic beverages at such functions, the requirements set forth below must be satisfied in full: The licensed caterer engaged to serve alcoholic beverages must submit the following information prior to the private event:

1. Copy of current catering license
2. Copy of Alcoholic Beverage Control authorization
3. Copy of current insurance certificate
4. Number of bartenders at event
5. Hours the bar will be open (maximum 5 hours)

**7. Liability Insurance:**

If alcoholic beverages are to be served, Renter must provide proof of liability insurance

**8. Noise:**

Loud noise and music must conclude by 10:00pm.

**9. Smoking:**

Smoking is prohibited on Anderson Hall property.

**10. Firearms and Weapons:**

Possession of any firearms, weapons or ordnance is prohibited in Anderson Hall unless the person is a law enforcement officer authorized to carry weapons at the time of the event.

**11. Condition of Premises:**

Renter agrees that Renter has examined the premises at the time of rental and they are in good order, good repair, safe, clean and orderly.

**12. Acts of God:**

The CMRPD shall not be responsible for any failure or delay in the performance of its obligations under this Agreement arising out of or caused, directly or indirectly, by circumstances beyond its reasonable control, including without limitation, acts of God, earthquakes, fires, floods, wars, civil or military disturbances, sabotage, epidemics, riots, interruptions, loss or malfunctions of utilities, computer (hardware or software) or communication service, accidents, labor disputes, acts of civil or military authority, or governmental actions.

**CAMP MEEKER RECREATION & PARK DISTRICT**  
 Post Office Box 461, Camp Meeker, CA 95419  
 Telephone: 707-874-9246 Email: admin@campmeeker.org  
 Anderson Hall Rental Agreement Contract Number \_\_\_\_\_

Person(s) Renting Anderson Hall			
Names of All Parties Renting (including 2 <sup>nd</sup> contact info*): 1. _____ 2. _____			<input type="checkbox"/> Resident <input type="checkbox"/> Non-Resident
Address _____			Phone (Home/Work) _____
City _____	State/ Zip _____	Email: _____	Phone (Cell): _____
Type of Event			
<input type="checkbox"/> Party	<input type="checkbox"/> Wedding	<input type="checkbox"/> Meeting	<input type="checkbox"/> Other
Date and Time			
Date of Use _____	Day of Week _____	Number of Hours: 2 <input type="checkbox"/> 4 <input type="checkbox"/> 6 <input type="checkbox"/> All Day <input type="checkbox"/>	
Time of Use _____	From: _____ AM _____ PM	To: _____ AM _____ PM	
Fee and Deposit			
Hall will be inspected before and after each event. General condition of the Hall will be noted. Individual(s) renting the Hall will be responsible for any damages to the building and leaving the Hall clean, removal of all garbage and cleaning items used from the kitchen appropriately. Deposit must be made at time of booking and all fees paid/insurance confirmations received sixty (60 days) prior to the event.		See Fee Schedule	<b>Rental Fee: \$</b> _____
			<b>Deposit: \$</b> _____
		Checks Payable to Camp Meeker Rec & Park District	<b>Total: \$</b> _____
Condition of Building Before Event (Note Any Defects) _____ _____			
2 <sup>nd</sup> contact info: Telephone: _____ Email: _____ Cell: _____			
Inspected By: _____ <input type="checkbox"/> Additional Clean-Up Needed      Amount Deposit Returned: _____			
General Rules			
1. If alcohol is to be consumed, you must provide your own liability insurance. Proof of insurance must be received before keys are given to renter. If alcohol sold, you must provide a Sonoma County permit. 2. You must remove all garbage from the site. There are no garbage cans or pickup at Anderson Hall. 3. No candles or other open flame devices are allowed in the Hall. 4. Do not block Lakeside Drive or park on Tower Road. There are active roads and cars will be towed. 5. Loud music is not allowed and all music must cease by 10:00 p.m. 6. All chairs and tables must be neatly returned to the storage room. 7. Floors must be cleaned. Heater must be turned off. 8. Building must be secured with all doors and windows locked.			
Agreement			
I understand if any damage is done to the building, or the building is not left clean, the deposit will not be returned and if the District must hire service providers to clean, repair the building or remove trash, I will be billed for these services.			
Renter(s) Signature _____			Date _____
Camp Meeker Recreation & Park District Authorized Individual _____			Date _____

**PAID  
IN  
FULL**

**INVOICE  
SF-89709**

Payment Terms: Deposit Required To Begin

Created Date: 10/24/2019

**DESCRIPTION:** Portable Parking Sign

**Bill To:** Holiday Inn Golden Gateway  
[REDACTED]  
[REDACTED]  
US

**Pickup At:** FASTSIGNS SF  
1500 Van Ness Avenue  
San Francisco, CA 94109  
US

**Ordered By:** John Mc Daniel

**Salesperson:** [REDACTED]

Email: [REDACTED]  
[REDACTED]

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	<b>48" Tip N Roll Parking Sign</b>	4	\$220.9775	\$873.91	\$883.91
1.1	<b>Pedestal Base - Vended -</b>  <b>Part Qty:</b> 1 <b>Width:</b> 6.00" <b>Height:</b> 48.00"  <b>Text:</b> to be determined				
2	<b>Aluminum Signs</b>	4	\$78.265	\$303.06	\$313.06
2.1	<b>Aluminum .063 -</b>  <b>Part Qty:</b> 1 <b>Width:</b> 12.00" <b>Height:</b> 18.00" <b>Color:</b> White <b>Sides:</b> 1 - Print Process: Digital Print IJ40 - Text/Image Color: white - Background Color: black  <b>Text:</b> to be determined	<b>Holes</b> - Hole Arrangement: Center Top & Bottom - Special Instructions: * Not 100% sure of spacing on holes until vended part comes in - Hole Size: 3/16" <b>Laminate</b> - Lamininate: Gloss <b>Rounded Corners</b> - Rounded Corners: 3/8" Radius			

All orders are CUSTOM and Non-Refundable.

<b>Subtotal:</b>	\$1,196.97
<b>Taxable Amount:</b>	\$1,176.97
<b>Taxes:</b>	\$100.04
<b>Grand Total:</b>	\$1,297.01
<b>Amount Paid:</b>	\$1,297.01
<b>BALANCE DUE:</b>	\$0.00

# Bill's Lock and Safe Service Inc.

## Estimate

Date: 11/15/19

Net: 15 Days

860 Piner Road  
Santa Rosa, CA. 95403  
707-544-7355  
Fax 707-544-5212  
Contractors Lic #768198

Account Name:

CAMP MEEKER

Job Location:

Anderson Hall + District bldg

\*Orig. Date

10/18/19

Phone:



Per:

Cheryl

[admin@campmeeker.org](mailto:admin@campmeeker.org)

FAX:

Job Date:

On Approval

Materials					
Qty	Mfr	Item Description	Part #	Unit	Amount
4	Watchdog	Bullet cameras, HD starlight	DWC-B6263WT	\$ 384.00	\$ 1,536.00
2	Watchdog	DVR, 8 ports	DW-VA1P8xT	\$ 1,470.00	\$ 2,940.00
1	Misc.	cable and other parts as needed		\$ 260.00	\$ 260.00
1	Misc.	Monitor, 21.5" 1080P HDMI/VGA		\$ 284.00	\$ 284.00

Qty	Type	Item Description	Unit	Amount
1	Labor	Service Call, Santa Rosa	\$ 125.00	\$ 125.00
1	Labor	Install above	\$ 2,000.00	\$ 2,000.00
				\$ -

To schedule and order, sign and return

SubTotal Materials	5,020.00
<i>Materials Disc.</i>	
<b>Total Materials</b>	5,020.00
Sales Tax 9.00%	451.80
<b>Total Labor</b>	2,125.00
<b>Total Due</b>	<b>7,596.80</b>
<i>Deposit</i>	