



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: TELECONFERENCE – SEE BELOW  
NOVEMBER 16, 2021 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:**

Topic: Camp Meeker Recreation & Park District Board Meeting  
Time: Nov 16, 2021 07:00 PM Pacific Time (US and Canada)

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83186726070?pwd=WlBXajBOTFd6aENaVJ0Y0tvdXJMdz09>

Meeting ID: 831 8672 6070

Passcode: 375009

**One tap mobile**

+16699006833,,83186726070#,,,\*375009# US (San Jose)

+12532158782,,83186726070#,,,\*375009# US (Tacoma)

**Dial by your location**

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 831 8672 6070

Passcode: 375009

Find your local number: <https://us02web.zoom.us/j/83186726070?pwd=WlBXajBOTFd6aENaVJ0Y0tvdXJMdz09>

#### HOW TO SUBMIT PUBLIC COMMENTS:

**Written/Read Aloud:** Please email your comments to [comments@campmeeker.org](mailto: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 15, 2021 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](mailto: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 19, 2021 Minutes (table)
- B. Payment of Claims
- C. Journal Entry Approval
- D. Administrative and Financial Report

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

- A. System Operations
- B. Accounts Receivable

VIII. ACTION ITEMS

A. DISTRICT PROJECTS VOLUNTEER ASSISTANCE (Anthony Tominia, 5 minutes)

DESCRIPTION: The District may have prospective projects that may require volunteer (unpaid) labor. The Board will discuss various aspects of volunteerism including insurance, recordkeeping and management of volunteer groups.

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

B. RESOLUTION 2021-018: CONTINUING LOCAL EMERGENCY

(Anthony Tominia, Martin Hirsch 5 minutes)

DESCRIPTION: AB361 has provided the framework for the continuance of virtual meetings for local governments. Each local emergency must be reviewed every 30 days and a subsequent resolution approved for each thirty-day period.

PROPOSED ACTION: The Board may/may not approve Resolution 2021-018: "Proclaiming Local Emergency" and continuing virtual meetings for the period of December 1-31, 2021.

C. UPDATE: PLAYGROUND/PER CAPITA GRANT

(Anthony Tominia and John McDaniel)

DESCRIPTION: The subcommittee will report regarding planning and issues related to the funding and grant ADA requirements for the use of the grant funds for a proposed playground.

PROPOSED ACTION: The Board may/may not take further action regarding these issues

D. UPDATE: WATER SUBCOMMITTEE (Anthony Tominia, Gary Helfrich 10 minutes)

DESCRIPTION: The water subcommittee will report regarding progress of various ongoing tasks including permit extension, OCSD joint meeting, and water code update.

PROPOSED ACTION: The Board may/may not take further action regarding these issues

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.

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)

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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 16, 2021 WARRANTS AND FINANCIAL INFORMATION  
**DATE:** NOVEMBER 10, 2021

Financial Statements and Warrant Detail in the board packet following this memorandum provide information available through November 10, 2021.

|               |                     |           |
|---------------|---------------------|-----------|
| 2021/2022-005 | RP-November 2021    | 6,019.03  |
| \$20,404.84   | Water-November 2021 | 14,385.81 |

The Financial statements included in the Board info packet represent revenue and expenses for the first three months of the 2021-2022 fiscal year. The final budget updates now appear.

The financial statements revenue and expenses are reflective of vendor invoices received through 11/10/2021. Check registers included in the financial packet includes all checks written since the last warrant approval.

Audit preparation is in process as and all bank account reconciliations are completed through September 30, 2021.

The District's financial audit has been as complete as possible with respect to the information requested by Goranson staff and via telephone interviews. Blake will review the draft at your December meeting. USDA contacted the District requesting information not required previously. This data included copies of insurance docs, capital replacement balances, etc.

My apologies for no October minutes will complete as soon as possible. I hope I will be able to be with you next week.

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



**CAMP MEEKER RECREATION AND PARK DISTRICT**

WARRANT REQUEST # 2021-2022-005

| VENDOR                      | CHECK<br>AMOUNT  | R&P<br>FUND     | WATER<br>FUND    | EXPLANATION                             |
|-----------------------------|------------------|-----------------|------------------|---|
| Larson, Valery              | 30.00            | 30.00           |                  | Director Stipend-November 2021          |
| Watson, Lynn                | 30.00            | 30.00           |                  | Director Stipend-November 2021          |
| Camp Meeker Water           | 98.44            | 98.44           |                  | Water Service-August 2021               |
| Doran-Girard, Cheryl        | 7,590.00         | 1,518.00        | 1,518.00         | Consulting-October/Nov 2021             |
| Doran-Girard, Cheryl        |                  | 948.75          | 948.75           | Consulting-October/Nov 2021             |
| Camp Meeker Water           |                  | 569.25          | 569.25           | Consulting-October/Nov 2021             |
| Camp Meeker Water           |                  | 759.00          | 759.00           | Consulting-October/Nov 2021             |
| McPhails                    | 70.53            | 70.53           | -                | Tank Rental-Office                      |
| PGE                         | 88.58            | 88.58           | -                | Electric Service                        |
| Perry Johnson               | 1,305.00         | 352.50          | 247.50           | Legal Services-Various District Matters |
| Perry Johnson               | -                | -               | 195.00           | Legal Services-Alliance                 |
| Perry Johnson               |                  | 510.00          |                  | Legal Services-St. Dorothy's/Land       |
| Russian River Utility       | 9,932.87         |                 | 8,718.43         | Contract Services                       |
| Russian River Utility       |                  | -               | 1,214.44         | Electric Service                        |
| Sonoma County Tax Collector | 350.00           | 350.00          |                  | Direct Chgs-Hall/PO                     |
| US Bank                     | 909.42           | 5.44            |                  | Late Charges                            |
| US Bank                     |                  | 130.72          | 130.73           | Abila Software Lease                    |
| US Bank                     |                  | 223.39          | 84.71            | Communication Costs                     |
| US Bank                     | -                | 334.43          |                  | Annual Woo Commerce-Website             |
|                             | <u>20,404.84</u> | <u>6,019.03</u> | <u>14,385.81</u> | -                                       |

DIRECTOR APPROVAL:

DATE:

11/16/21

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[illegible]

**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - CDG-Current Register  
1010 - Cash In Wells Fargo Bank-Operating  
From 10/20/2021 Through 11/16/2021

| <u>Check Number</u> | <u>Check Description</u>     | <u>Vendor Name</u>                                    | <u>Effective Date</u> | <u>Check Amount</u> |
|---------------------|------------------------------|---|-----------------------|---------------------|
| 2271                | System Generated Check/Vo... | Camp Meeker Wa...                                     | 11/9/2021             | 98.44               |
| 2272                | System Generated Check/Vo... | Cheryl Doran-Girard                                   | 11/9/2021             | 7,590.00            |
| 2273                | System Generated Check/Vo... | McPhail Fuel Com...                                   | 11/9/2021             | 70.53               |
| 2274                | System Generated Check/Vo... | P G & E   | 11/9/2021             | 88.58               |
| 2275                | System Generated Check/Vo... | Perry Johnson An...                                   | 11/9/2021             | 1,305.00            |
| 2276                | System Generated Check/Vo... | Russian River Utility                                 | 11/9/2021             | 9,932.87            |
| 2277                | System Generated Check/Vo... | Sonoma Co Tax C...                                    | 11/9/2021             | 350.00              |
| 2278                | System Generated Check/Vo... | US Bank   | 11/16/2021            | 909.42              |
| 2279                | Director Stipends-November   | Valery Larson   | 11/16/2021            | 30.00               |
| 2280                | Director Stipends-November   | Lynn Watson   | 11/16/2021            | 30.00               |
|                     |                              | Total 1010 - Cash In<br>Wells Fargo<br>Bank-Operating |                       | 20,404.84           |



**Camp Meeker Recreation & Parks District**

Check/Voucher Register - CDG-Current Register

1030 - Cash in Bank of the West-Water

From 10/20/2021 Through 11/16/2021

| <u>Check Number</u> | <u>Check Description</u>       | <u>Vendor Name</u>                             | <u>Effective Date</u> | <u>Check Amount</u>         |
|---------------------|--------------------------------|--|-----------------------|-----------------------------|
| 736                 | Water Transfer -Operations ... | Camp Meeker Rec...                             | 11/16/2021            | 18,000.00                   |
| 737                 | Water Tramsfer-Capital Oct...  | Camp Meeker Rec...                             | 11/16/2021            | <u>2,000.00</u>             |
|                     |                                | Total 1030 - Cash in<br>Bank of the West-Water |                       | 20,000.00                   |
|                     |                                |  |                       | <u>                    </u> |
| Report Total        |                                |  |                       | <u><u>40,404.84</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<br/>Variance - Final</u> |
|--------------|--|-----------------------------|----------------------------|--|
| Revenue      |  |                             |                            |  |
| 4001         | Property Taxes-CY Secured                    | 92,500                      | 0                          | (92,500)                                 |
| 4110         | Interest Earned-Wells Fargo Bank             | 0                           | 15                         | 15                                       |
| 4210         | Rental Fees-Anderson Hall                    | 2,000                       | 0                          | (2,000)                                  |
| 4215         | Rental Fees-Other                            | 1,900                       | 633                        | (1,267)                                  |
| 4220         | State-Home Owner Property Tax Relief         | 500                         | 0                          | (500)                                    |
| 4295         | Grant Revenue                                | 125,000                     | 0                          | (125,000)                                |
| 4625         | Transfers-Within Fund In                     | 25,000                      | 0                          | (25,000)                                 |
|              | <b>Total Revenue</b>                         | <u>246,900</u>              | <u>649</u>                 | <u>(246,251)</u>                         |
| Expenditures |  |                             |                            |  |
| 5010         | Director Stipend                             | 720                         | 300                        | 420                                      |
| 5017         | Worker Compensation Insurance                | 1,500                       | 0                          | 1,500                                    |
| 5101         | Communications-Telephone                     | 1,100                       | 448                        | 652                                      |
| 5105         | Communications-ISP Website                   | 750                         | 375                        | 375                                      |
| 5110         | Communications-Website Other                 | 500                         | 419                        | 81                                       |
| 5112         | Communications-WiFi                          | 1,100                       | 89                         | 1,011                                    |
| 5184         | Janitorial Supplies                          | 500                         | 0                          | 500                                      |
| 5185         | Janitorial Services                          | 1,950                       | 140                        | 1,810                                    |
| 5210         | Insurance-Property & Liability               | 8,000                       | 0                          | 8,000                                    |
| 5401         | Memberships                                  | 300                         | 252                        | 49                                       |
| 5405         | Miscellaneous                                | 850                         | 700                        | 150                                      |
| 5410         | Office Supplies                              | 750                         | 267                        | 483                                      |
| 5416         | Lease-Accounting Software                    | 1,650                       | 523                        | 1,127                                    |
| 5420         | Training-Administrative                      | 150                         | 0                          | 150                                      |
| 5425         | Postage                                      | 75                          | 0                          | 75                                       |
| 5426         | Printing Services                            | 1,000                       | 0                          | 1,000                                    |
| 5427         | Supplies                                     | 750                         | 53                         | 697                                      |
| 5501         | Professional Fees-Web                        | 650                         | 200                        | 450                                      |
| 5520         | Administrative Services                      | 21,000                      | 7,709                      | 13,292                                   |
| 5531         | Community Education                          | 5,000                       | 0                          | 5,000                                    |
| 5540         | LAFCO Charges                                | 300                         | 205                        | 95                                       |
| 5550         | Legal Services                               | 15,000                      | 3,867                      | 11,133                                   |
| 5555         | Professional Services-Auditor                | 9,500                       | 1,659                      | 7,841                                    |
| 5556         | Professional Services-Accounting             | 14,000                      | 5,704                      | 8,296                                    |
| 5570         | Service Fee-PayPal                           | 250                         | 0                          | 250                                      |
| 5571         | Late Fees                                    | 0                           | 5                          | (5)                                      |
| 5575         | Bank Service Fees                            | 0                           | 35                         | (35)                                     |
| 5576         | Property Tax Administration Fee              | 1,000                       | 0                          | 1,000                                    |
| 5590         | Gas and Oil                                  | 1,500                       | 144                        | 1,356                                    |
| 5591         | Equipment Rentals                            | 0                           | 71                         | (71)                                     |
| 5592         | Water and Sewer                              | 1,500                       | 394                        | 1,106                                    |
| 5594         | Utilities                                    | 1,450                       | 344                        | 1,106                                    |
| 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                                   |
| 9001         | Contingency                                  | 105                         | 0                          | 105                                      |
|              | <b>Total Expenditures</b>                    | <u>246,900</u>              | <u>23,902</u>              | <u>222,998</u>                           |
|              | <b>Excess of Income Over (Under) Expense</b> | <u>0</u>                    | <u>(23,253)</u>            | <u>(23,253)</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<br/>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 7/1/2021 Through 6/30/2022  
(In Whole Numbers)

|              |                                       | <u>Total Budget - Final</u> | <u>Current Year Actual</u> | <u>Total Budget<br/>Variance - Final</u> |
|--------------|---------------------------------------|-----------------------------|----------------------------|--|
| Revenue      |                                       |                             |                            |  |
| 4010         | Direct Charges-Current Year           | 124,000                     | 0                          | (124,000)                                |
| 4260         | Reimbursements                        | 6,000                       | 0                          | (6,000)                                  |
| 4310         | Sales of Water-Residential            | 250,000                     | 66,262                     | (183,738)                                |
| 4625         | Transfers-Within Fund In              | <u>150,000</u>              | <u>0</u>                   | <u>(150,000)</u>                         |
|              | Total Revenue                         | <u>530,000</u>              | <u>66,262</u>              | <u>(463,738)</u>                         |
| Expenditures |                                       |                             |                            |  |
| 5017         | Worker Compensation Insurance         | 1,200                       | 0                          | 1,200                                    |
| 5101         | Communications-Telephone              | 500                         | 198                        | 302                                      |
| 5105         | Communications-ISP Website            | 300                         | 110                        | 191                                      |
| 5110         | Communications-Website Other          | 300                         | 85                         | 215                                      |
| 5210         | Insurance-Property & Liability        | 5,000                       | 0                          | 5,000                                    |
| 5401         | Memberships                           | 250                         | 252                        | (2)                                      |
| 5410         | Office Supplies                       | 850                         | 412                        | 438                                      |
| 5416         | Lease-Accounting Software             | 1,750                       | 523                        | 1,227                                    |
| 5420         | Training-Administrative               | 200                         | 0                          | 200                                      |
| 5425         | Postage                               | 300                         | 209                        | 91                                       |
| 5426         | Printing Services                     | 0                           | 59                         | (59)                                     |
| 5427         | Supplies                              | 150                         | 0                          | 150                                      |
| 5501         | Professional Fees-Web                 | 200                         | 225                        | (25)                                     |
| 5515         | Contract Services-Water Operations    | 150,000                     | 43,592                     | 106,408                                  |
| 5520         | Administrative Services               | 21,000                      | 8,415                      | 12,585                                   |
| 5540         | LAFCO Charges                         | 850                         | 683                        | 167                                      |
| 5550         | Legal Services                        | 16,500                      | 5,082                      | 11,418                                   |
| 5555         | Professional Services-Auditor         | 12,100                      | 1,659                      | 10,441                                   |
| 5556         | Professional Services-Accounting      | 16,800                      | 6,270                      | 10,530                                   |
| 5567         | SCWA-Water Agency Fees                | 6,000                       | 0                          | 6,000                                    |
| 5575         | Bank Service Fees                     | 10                          | 15                         | (5)                                      |
| 5576         | Property Tax Administration Fee       | 1,200                       | 0                          | 1,200                                    |
| 5585         | Public/Legal Notices                  | 575                         | 398                        | 177                                      |
| 5587         | Water System Fees-State               | 2,750                       | 0                          | 2,750                                    |
| 5594         | Utilities                             | 12,500                      | 6,413                      | 6,087                                    |
| 8565         | Equipment 2                           | 125,000                     | 0                          | 125,000                                  |
| 8625         | Tfr Within Fnd-Out                    | 148,000                     | 52,217                     | 95,783                                   |
| 9001         | Contingency                           | <u>5,715</u>                | <u>0</u>                   | <u>5,715</u>                             |
|              | Total Expenditures                    | <u>530,000</u>              | <u>126,816</u>             | <u>403,184</u>                           |
|              | Excess of Income Over (Under) Expense | <u>0</u>                    | <u>(60,554)</u>            | <u>(60,554)</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<br/>Variance - Final</u> |
|------|---------------------------------------|-----------------------------|----------------------------|--|
|      | Revenue                               |                             |                            |  |
| 4110 | Interest Earned-Wells Fargo Bank      | 0                           | 19                         | 19                                       |
| 4625 | Transfers-Within Fund In              | <u>50,000</u>               | <u>25,754</u>              | <u>(24,246)</u>                          |
|      | Total Revenue                         | <u>50,000</u>               | <u>25,773</u>              | <u>(24,227)</u>                          |
|      | Expenditures                          |                             |                            |  |
| 8625 | Tfr Within Fnd-Out                    | <u>150,000</u>              | <u>10,000</u>              | <u>140,000</u>                           |
|      | Total Expenditures                    | <u>150,000</u>              | <u>10,000</u>              | <u>140,000</u>                           |
|      | Excess of Income Over (Under) Expense | <u>(100,000)</u>            | <u>15,773</u>              | <u>115,773</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<br/>Variance - Final</u> |
|------|---------------------------------------|-----------------------------|----------------------------|--|
|      | Revenue                               |                             |                            |  |
| 4290 | Miscellaneous Revenues                | 1,500                       | 0                          | (1,500)                                  |
| 4625 | Transfers-Within Fund In              | <u>103,972</u>              | <u>34,463</u>              | <u>(69,509)</u>                          |
|      | Total Revenue                         | <u>105,472</u>              | <u>34,463</u>              | <u>(71,009)</u>                          |
|      | Expenditures                          |                             |                            |  |
| 7910 | Long Term Debt-Principal              | 41,000                      | 41,000                     | 0  |
| 7911 | Long Term Debt-Interest               | <u>52,511</u>               | <u>26,720</u>              | <u>25,791</u>                            |
|      | Total Expenditures                    | <u>93,511</u>               | <u>67,720</u>              | <u>25,791</u>                            |
|      | Excess of Income Over (Under) Expense | <u>11,961</u>               | <u>(33,256)</u>            | <u>(45,217)</u>                          |

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

**November 9, 2021**

RE: CAMP MEEKER PAST DUE ACCOUNTS

**Accounts 79, 107, 298:** Payments on hand.

**Account 22:** House sold on 10/23/21. Previous owner said they will pay when they receive the final bill.

**Account 50:** Will bring payment in this week.

**Account 55:** Left messages.

**Account 134:** Will pay online.

**Accounts 140:** We don't have a phone number. Operators posted a notice for non-payment on 10/20/21.

**Account 149:** Still paying \$70 a month. Posted a late notice on property on 10/20/21

**Account 152:** Answering machine full.

**Accounts 161:** We don't have a phone number.

**Account 182:** Left message.

**Account 192:** Left messages.

**Account 249:** Spoke with owner; He's going to call tenant.

**Account 279:** Left messages.

**Account 339:** Spoke with son; He keeps saying they'll take care of it.

**Past Due Accounts:** Past due notices were sent on November 5, 2021, final notices will go out November 12, 2021. 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      |
|--------------------|---------|-----------|----------|----------|--------|----------------|------------|
| 6                  |         | 79.10     | 63.58    | 75.65    |        | 268.40 7/26/21 | 218.33     |
| 15                 |         | 50.94     | 51.32    | 50.98    |        | 154.38 7/14/21 | 153.24     |
| 19                 |         | 49.22     | 53.46    | 51.92    | 0.36   | 49.00 7/21/21  | 154.96     |
| 22                 |         | 55.18     | 57.16    | 68.38    | 35.81  | 200.00 9/27/21 | 216.53     |
| 50                 |         | 60.58     | 73.78    | 18.75    |        | 100.00 8/16/21 | 153.11     |
| 55                 |         | 54.66     | 53.54    | 51.24    | 5.56   | 434.03 6/9/21  | 165.00     |
| 68                 |         | 57.40     | 60.13    | 47.70    |        | 170.00 9/14/21 | 165.23     |
| 79                 |         | 54.54     | 52.94    | 29.49    |        | 21.51 9/23/21  | 136.97     |
| 107                |         | 65.68     | 62.16    | 61.10    | 61.52  | 61.38 7/21/21  | 250.46     |
| 111                |         | 56.76     | 55.46    | 55.40    | 5.32   | 152.85 6/23/21 | 172.94     |
| 116                |         | 55.04     | 103.85   | 64.93    | 57.72  | 112.64 7/13/21 | 281.54     |
| 129                |         | 49.04     | 49.00    | 41.02    |        | 65.00 9/13/21  | 139.06     |
| 134                |         | 50.24     | 50.14    | 50.00    | 29.94  | 100.00 9/10/21 | 180.32     |
| 140                |         | 52.86     | 55.46    | 54.58    | 336.81 | 35.00 8/6/21   | 499.71     |
| 149                |         | 50.32     | 49.22    | 49.44    | 396.44 | 70.00 10/1/21  | 545.42     |
| 152                |         | 53.94     | 54.86    | 57.78    |        | 320.87 7/13/21 | 166.58     |
| 161                |         | 53.02     | 52.08    | 51.56    | 687.04 | 120.00 5/24/21 | 843.70     |
| 182                |         | 54.04     | 55.08    | 54.06    | 54.52  | 162.36 8/3/21  | 217.70     |
| 184                |         | 54.09     | 54.24    | 54.14    | 53.40  | 713.65 9/9/21  | 215.78     |
| 186                |         | 49.62     | 49.76    | 49.78    |        | 118.78 8/16/21 | 149.16     |
| 192                |         | 50.18     | 50.04    | 50.92    | 50.85  | 400.00 6/1/21  | 201.99     |
| 245                |         | 52.60     | 51.64    | 52.26    |        | 103.02 7/31/21 | 156.50     |
| 247                |         | 49.44     | 52.82    | 11.92    |        | 150.00 7/13/21 | 114.18     |
| 249                |         | 55.70     | 55.34    | 54.88    | 55.08  | 217.00 7/19/21 | 221.00     |
| 264                |         | 53.76     | 54.46    | 54.36    |        | 111.44 9/9/21  | 162.58     |
| 268                |         | 55.76     | 57.32    | 6.40     |        | 50.00 8/29/21  | 119.48     |
| 279                |         | 55.56     | 52.52    | 58.08    | 60.95  | 107.16 8/7/21  | 227.11     |
| 287                |         | 57.46     | 57.78    | 2.68     |        | 109.82 6/28/21 | 117.92     |
| 290                |         | 88.85     | 83.30    | 80.53    | 86.38  | 142.15 8/3/21  | 339.06     |
| 295                |         | 49.04     | 53.38    | 47.70    |        | 70.00 8/5/21   | 150.12     |
| 298                |         | 55.06     | 56.82    | 57.16    | 56.32  | 162.64 8/10/21 | 225.36     |
| 304                |         | 51.28     | 49.02    | 49.22    | 98.68  | 161.06 6/1/21  | 248.20     |
| 320                |         | 49.74     | 49.92    | 1.92     |        | 100.00 8/3/21  | 101.58     |
| 339                |         | 49.00     | 49.00    | 49.00    | 146.86 | 192.00 4/27/21 | 293.86     |
| 348                |         | 72.50     | 58.54    | 0.26     |        | 62.00 8/25/21  | 131.30     |
| 358                |         | 57.92     | 75.28    | 70.70    |        | 194.42 7/13/21 | 203.90     |
| 367                |         | 58.38     | 56.04    | 52.96    |        | 116.90 8/12/21 | 167.38     |
| Total Receivables: |         | 26,007.66 | 2,068.41 | 1,738.85 |        |                |            |
| Accounts Listed:   |         | 37        | 2,120.44 | 2,279.56 |        |                | \$8,207.26 |

All Customers Age 2 Accounts  
Russian River Utility



**CAMP MEEKER RECREATION AND PARK DISTRICT  
WATER SALES 2021**

| 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<br>369 | JAN   | 1,203,030                   | 543,710               | 659,320           | 760,130   | 54.80%             | -15.28% | *Correction on amount pumped to OCSD |
| Alliance Master Meter Union Park | 363<br>369 | FEB   | 1,407,150                   | 494,270               | 812,070           | 847,260   | 57.71%             | -4.33%  | *Correction on amount pumped to OCSD |
| Alliance Master Meter Union Park | 363<br>369 | MARCH | 1,349,880                   | 522,940               | 826,940           | 733,830   | 61.26%             | 11.25%  |                                      |
| Alliance Master Meter Union Park | 363<br>369 | APRIL | 1,325,680                   | 491,110               | 834,570           | 744,390   | 62.96%             | 10.81%  |                                      |
| Alliance Master Meter Union Park | 363<br>369 | MAY   | 1,529,860                   | 719,310               | 810,550           | 896,430   | 52.99%             | -10.60% |                                      |
| Alliance Master Meter Union Park | 363<br>369 | JUNE  | 2,049,950                   | 1,110,310             | 939,640           | 1,067,680 | 45.83%             | -13.62% |                                      |
| Alliance Master Meter Union Park | 363<br>369 | JULY  | 2,040,840                   | 509,640               | 1,531,200         | 1,114,940 | 75.02%             | 27.18%  |                                      |
| Alliance Master Meter Union Park | 363<br>369 | AUG   | 1,918,410                   | 835,830               | 1,082,580         | 1,103,030 | 56.43%             | -1.88%  |                                      |
| Alliance Master Meter Union Park | 363<br>369 | SEPT  | 1,980,450                   | 860,270               | 1,120,180         | 1,049,620 | 56.56%             | 6.29%   |                                      |
| Alliance Master Meter Union Park | 363<br>369 | OCT   | 1,567,850                   | 658,380               | 909,470           | 840,360   | 58.00%             | 7.59%   |                                      |
| Alliance Master Meter Union Park | 363<br>369 | NOV   |                             |                       |                   |           |                    |         |                                      |
| Alliance Master Meter Union Park | 363<br>369 | DEC   |                             |                       |                   |           |                    |         |                                      |
|                                  | total 2021 |       | 16,373,100                  | 6,745,770             | 9,627,330         | 9,157,670 | 58.80%             | 4.88%   |                                      |

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

RESOLUTION NO. 2021-018 (**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 DECEMBER 1, 2021 THRU DECEMBER 31, 2021 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, 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 IMMINENT 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 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 16th day of November, 2021, by the following vote:

AYES:                      NOES:                      ABSENT:                      ABSTAIN:

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

| Vote     | Yes | No |
|----------|-----|----|
| Tominia  |     |    |
| Helfrich |     |    |
| McDaniel |     |    |
| Larson   |     |    |
| Watson   |     |    |