

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

Tuesday, July 19, 2016, 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. June 21, 2016

2. June 28, 2016

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. ACTION ITEMS

A. WATER BILL CREDIT – HORACE/CYNTHIA WHITE, ACCOUNT #342

(Horace and Cindy White, 10 minutes)

DESCRIPTION: The Board will review the request of water customer #342, Horace and Cynthia White for a credit for water usage at 15470 Morelli Lane, Camp Meeker. The unexplained high use of 125,590 gallons occurred in May 2016. Customer #342 received a previous credit of \$237.82 in December 2011.

PROPOSED ACTION: The Board may/may not authorize Russian River Utility to prepare a credit for customer #342.

B. WATER SYSTEM: TEMPORARY URGENCY CHANGE PETITION

(Dave Hines, National Oceanic and Atmosphere Administration, 10 minutes)

DESCRIPTION: Previously NOAA asked the District to support a petition to **permanently** change its water right to facilitate future water releases into Dutch Bill Creek for the benefit of Coho salmon and steelhead. NOAA was unable to effect that change in time to conduct those releases this summer and flows appear to be lowering to the point where it would be good to enhance them again. To do so, it will be necessary to file a TUCP (Temporary Urgency Change Petition) with the State to keep this proposed activity compliant with State water law.

PROPOSED ACTION: The Board may/may not approve the NOAA request for a TUCP with the State.

C. WATER SYSTEM: GOLD RIDGE RESOURCE CONSERVATION/ALLIANCE REDWOODS PROJECT (John Green/Gary Helfrich, 15 minutes)

DESCRIPTION: Alliance Redwoods has secured funding for their plan to move their existing point of diversion to the Russian River and pay Camp Meeker to treat and pump water. Goldridge Resource Conservation would like to explore what is possible prior to beginning the design process. Brelje and Race are the design consultants for the project. A large component of the project, as proposed, involves the Camp Meeker Water System.

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

D. WENZLAFF ESTATE WATER LIEN & CONNECTION (Staff/Jamie Dunton 10 minutes)

DESCRIPTION: The Board approved Resolution 2016-001 on February 16, 2016 authorizing a lien against Parcels # 075-141-003 & 004 located at 87 & 89 California Street, Camp Meeker and the Estate of George Wenzlaff. These parcels are in foreclosure and notice of Trustee's Sale has been received by the District. At last research the parcels were to be auctioned on June 30; however, subsequent research does not disclose any sale. Russian River Utility advises that Account 127 is in suspension and the meter locked off. Ordinance #7 of the District's Water Code (adopted 12/16/2008) describes the conditions for Suspension of Connection and, when these conditions are met, the parcel is removed from the Direct Charge rolls, the customer account is no longer billed, and meter removed. Any subsequent purchaser of the property would have to apply for a new connection at the current established fee. District Counsel Manwell recommends that the District complete the appropriate steps in the suspension process.

PROPOSED ACTION: The Board may/may not direct the removal of the meter by Russian River Utility as well as removal of parcel 075-141-003 (87 California) from the Direct Charge roll and, cessation of monthly billing. In the event that the property sells, the purchaser will be required to apply for a new connection.

E. CAMP MEEKER MERCHANDISE PRODUCTION AND SALES

(Anthony Tominia, 15 minutes)

DESCRIPTION: Director Tominia proposes a program for sales of Camp Meeker merchandise that would be for sale via the District's website, and packaged and shipped by the District. Merchandise could be sold at community events and proceeds earmarked for park/trail rehabilitation.

PROPOSED ACTION: The Board may/may not approve a merchandise sales program.

F. SB 272 (HERTZBERG) CALIFORNIA PUBLIC RECORDS ACT: LOCAL AGENCIES
UPDATE (Lynn Watson/Staff, 10 minutes)

DESCRIPTION: Existing law, the California Public Records Act, requires state and local agencies to make their records available for public inspection, unless an exemption from disclosure applies. The act declares that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in the state.

Approved October 11, 2015, SB 272 adds a section to the California Public Records Act requiring local agencies to create a catalog of Enterprise Systems (software application or computer system that collects, stores, exchanges, and analyzes information) by July 1, 2016 with annual updates and make the catalog publicly available upon request and to post in a prominent location on the District's website. Further research regarding this issue and the increasing public disclosure requirements of information via electronic means will be discussed.

PROPOSED ACTION: The Board will/will not direct District staff to develop a plan to accommodate increasing transparency requirements via the website.

G. CSDA BOARD OF DIRECTORS-BAY AREA NETWORK SEAT B ELECTION

DESCRIPTION: CSDA has six networks each with three seats on the CSDA Board. Candidates are either a Board member or management level employee of a member district located in the CMRP District's network. The Board will vote for one director to represent the Bay Area Network. Ballot must be appropriately completed and received in the CSDA office in Sacramento by August 5, 2016.

PROPOSED ACTION: The Board may/may not vote for one of three candidates for Bay Area Network Seat B.

H. LAFCO-ELECTION OF SPECIAL DISTRICT REPRESENTATIVE CLASS II, (Staff, 5 minutes)

DESCRIPTION: LAFCO is holding an election to fill the position of Special District Representative Class II Regular Member Sonoma LAFCO for the remainder of the term ending May 2018. Nominations for this position were restricted to board members of ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater and water districts. (Nominee information is included in CMRPD Board informational package.) The deadline for certified ballot submission is July 29, 2016.

PROPOSED ACTION: The Board may/may not vote for a nominee for LAFCO Special District Representative Class II Regular Member.

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 ten (10) calendar days before the meeting.

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

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

http://www.campmeeker.org/wordpress/?page_id=224.

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

Tuesday, June 21, 2016, 7:00 pm
DISTRICT OFFICE (Next to the Fire Station)
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order by Lynn Watson, President, at 7:04 p.m.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

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

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

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

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

Cynthia White presented a letter to the Board regarding a recent excessive water billing. The Board explained that the requirements of the Brown Act prohibit discussing any issue that is not a public emergency and/or included as an agenda item for this meeting. The matter will be included in the action items for the July meeting.

VI. CONSENT ITEMS

A. Approval of Minutes--May 17, 2016

A motion was made by Gary Helfrich, and seconded by Cathie Anderson to approve the May 2016 minutes as written.

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

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

B. Payment of Claims

After discussion, a motion was made by Gary Helfrich, seconded by Cathie Anderson to approve the following warrant requests and the checks 1394-1415 in payment thereof (Wells Fargo Operating), and check numbers 570/571 (Bank of the West-Water). US Bank Checks 1027 and 1028 were issued to transfer rental fees to the Wells Fargo Operating account and return a deposit to an Anderson Hall client. Items for Russian River Utility (Contract) \$5,049.09 and Jessica Lopez (A. Hall cleaning) \$100.00 were added to the warrant list subsequent to the Board publication in order to incorporate prior to fiscal year end.

G2015/2016-012	RP-June 2016	9,122.62
W2015/2016-012	Water-June 2016	12,627.09

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

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

C. Journal Entry Approval

There were no journal entries other than the normal transfers and interest postings.

D. Administrative and Financial Report

Ms. Doran-Girard reported that State Compensation has not responded to a review of the worker compensation deposits, the Wenzlaff property is to be auctioned off on June 30, anticipated Direct Charge processing and scheduled Habitat Conservation workshop information. She further advised that the 2016-2017 Final Budget, scheduled for September approval, will incorporate estimates based fiscal year-end 2015-2016 information. The audit timeline has been revised and will be conducted on August 29.

VII. REPORT OF THE WATER SYSTEM OPERATOR

A. Hal Wood reported regarding water system operations for the current month.

VIII. ACTION ITEMS

A. UPDATE: COUNTY ORDINANCE ADOPTION PROCESS CHAPTER 13A OF COUNTY CODE REQUIRING ABATEMENT OF HAZARDOUS VEGETATION AND COMBUSTIBLE MATERIAL

DESCRIPTION: Director Helfrich explained the ordinance adopted by the Sonoma County Board of Supervisors on March 29, 2016 Chapter 13A into the County Code Requiring Abatement of Hazardous Vegetation and Combustible Material that also include a Fuel Reduction/Vegetation Management Pilot Program naming Camp Meeker as a participant with a complete absence of public notice and community outreach. No public notice received by the District, nor were community meetings held for involvement in the process prior to presentation to the Board of Supervisors that the District is aware of. The lack of notification and involvement is of concern as the Camp Meeker community has been chosen as a participant in the pilot program. The District's concern is not with the content of the ordinance rather with the process to adoption and lack of transparency. The Board was assured at its May meeting that the pilot program commencement dates will be deferred until the appropriate public meetings and information provided to the Camp Meeker stakeholders. To date there has been no action on the part of County Fire regarding the outcome of discussions at the May meeting nor to the District's knowledge any other contact.

ACTION: The Board took no action on this matter.

B. 2016 PROPOSED CSDA BYLAW AMENDMENTS,

DESCRIPTION: The CSDA Board of Directors has recommended updates to the CSDA Bylaws to bring forward to CSDA voting members for consideration. Highlights to the recommended updates include: 1.) General cleanup to reflect updates and organizational changes over the last two years; 2.) Clarifying language to the CSDA Board nomination and election process to allow for electronic voting; and, 3.) Clarifying language for the inclusion of electronic communication related to CSDA Bylaws amendments. Ballot must be submitted by mail by June 24, 2016.

ACTION: A motion was made by Gary Helfrich, and seconded by Anthony Tominia to approve the CSDA Bylaw Amendments and submit the District's ballot in a timely manner.

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

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

C. LAFCO-ELECTION OF SPECIAL DISTRICT REPRESENTATIVE CLASS II

DESCRIPTION: LAFCO is holding an election to fill the position of Special District Representative Class II Regular Member Sonoma LAFCO for the remainder of the term ending May 2018. Nominations for this position were restricted to board members of ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater and water districts. (Nominee information is included in CMRPD Board informational package.) The deadline for certified ballot submission is July 29, 2016.

ACTION: The Board agreed to table this issue until its July 19th meeting.

D. CLARIFICATION OF GOVERNMENT CODE AUDIT REQUIREMENTS AND PROPOSED REQUEST TO CHANGE FROM AN ANNUAL AUDIT TO A BIENNIAL AUDIT COVERING TWO YEAR PERIOD

DESCRIPTION: In the process of engaging a new auditor prior to the June 30, 2016, the Board requested clarification of the Government Code's audit requirements in an effort to reduce the District's administrative costs. District Counsel Manwell has detailed these requirements and, recommended that the District proceed with requesting a biennial (two year) audit to the Sonoma County Supervisors.

ACTION: The Board agreed to discuss this issue at its September meeting after conclusion of the 2015-2016 audit and receipt of the audit report.

E. RESOLUTION 2016-002: TRANSFER OF FUNDS RECREATION AND PARK CAPITAL FUND TO WATER OPERATIONS FUND FOR FISCAL YEAR ENDING JUNE 30, 2016.

DESCRIPTION: The Board adopted Resolution 2015-007 on June 23, 2015 regarding the disposition of \$23,887.00 owed the water fund by the capital fund and determined that the amount owed would be allowed to "float" and subject to review 2016. The District's fiscal officer is proposing a transfer from the Recreation and Park Capital fund of \$5,000.00 to reduce the total amount due and to develop a proposed repayment plan by September 30, 2016.

ACTION: A motion was made by Cathie Anderson, and seconded by Gary Helfrich to approve Resolution 2016-002 authorizing a transfer of \$5,000.00 from the Recreation and Park Capital fund to its Water Operations fund.

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

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

F. RESOLUTION 2016-003: TRANSFER OF FUNDS WATER CAPITAL FUND TO WATER OPERATIONS FUND FOR FISCAL YEAR ENDING JUNE 30, 2016.

DESCRIPTION: The District's Water Operations fund continues to have a shortfall of expenses over received revenues at June 21, 2016 and the District's Water Capital fund has sufficient funds to resolve the shortfall. The District's fiscal officer is proposing a transfer from the District's Water Capital Fund in the amount of \$20,000.00 to the Water Operations fund pending a further in-depth review of continuing water revenue shortfalls.

ACTION: A motion was made by Gary Helfrich, and seconded by Cathie Anderson to approve Resolution 2016-003 authorizing a transfer of \$20,000.00 from the Water Capital fund to its Water Operations fund.

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

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

G. RESOLUTION 2016-004: APPROVAL OF DISTRICT APPROPRIATION LIMIT JULY 1, 2016 THROUGH JUNE 30, 2017.

DESCRIPTION: California State law requires the District, annually, choose an appropriations (spending) limit and the method by which the limit is determined. This is the limit on the amount of money that can be spent by the District from tax proceeds. Since the Camp Meeker Appropriations Limit is traditionally greater than the amount the District spends from tax proceeds, this limit does not normally affect the District. Traditionally, the District has used the standardized appropriations limit calculations provided by the County of Sonoma auditor's office. This limit applies only to the District's non-enterprise or tax dollar based funds. The County of Sonoma Auditor recommends that the District's limit be established at \$266,011 for the fiscal year ending June 30, 2017.

ACTION: A motion was made by Gary Helfrich, and seconded by Cathie Anderson to approve Resolution 2016-004 establishing the District's appropriation's limit of \$266,011 for the fiscal year ending June 30, 2017.

Directors Anderson, Helfrich, Tominia, and Watson voted yes. Director Larson was absent. The motion was approved. Ayes: 4 Noes: 0 Abstain: 1 Absent: 0

H. RESOLUTION 2016-005: APPROVAL OF PRELIMINARY BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2016 AND ENDING JUNE 30, 2017.

DESCRIPTION: The Board reviewed the proposed 2016-2017 preliminary budget, which California law requires adopted by June 30, 2016.

ACTION: A motion was made by Cathie Anderson, and seconded by Anthony Tominia to approve Resolution 2016-005, Approval of Preliminary Budget for the fiscal year ending June 30, 2017.

Directors Anderson, Helfrich, Tominia, and Watson voted yes. Director Larson was absent. The motion was approved. Ayes: 4 Noes: 0 Abstain: 1 Absent: 0

I. SB 272 (HERTZBERG) CALIFORNIA PUBLIC RECORDS ACT: LOCAL AGENCIES

DESCRIPTION: Existing law, the California Public Records Act, requires state and local agencies to make their records available for public inspection, unless an exemption from disclosure applies. The act declares that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in the state.

Approved October 11, 2015, SB 272 adds a section to the California Public Records Act requiring local agencies to create a catalog of Enterprise Systems (software application or computer system that collects, stores, exchanges, and analyzes information) by July 1, 2016 with annual updates and make the catalog publicly available upon request and to post in a prominent location on the District's website. (See City of Healdsburg example attached)

ACTION: The Board directed District staff review the District's website and create the catalog in conjunction with the District's web master.

J. OCCIDENTAL COMMUNITY SERVICES DISTRICT CITATION FOR VIOLATION OF A COMPLIANCE ORDER FROM THE STATE DEPARTMENT OF WATER RESOURCES CONTROL.

DESCRIPTION: Director Helfrich informed the Board that Occidental Community Services District has received a citation for violation of a compliance order from the State Department of Water Resources Control, Board Division of Drinking Water, Citation #02-18-16C-009 and, discussion ensued.

ACTION: The Board took no action.

K. TORRES MARTINEZ DESERT CAHUILLA INDIANS: CEQA PUBLIC RESOURCES CODE: CALIFORNIA ASSEMBLY BILL 52, REQUEST FOR FORMAL NOTIFICATION OF PROPOSED PROJECTS WITHIN YOUR JURISDICTION.

DESCRIPTION: The District has received a letter dated May 9, 2016 requesting formal notification of proposed projects within its jurisdiction that is traditionally and culturally affiliated with the Torres Martinez Desert Cahuilla Indians, in accordance with Public Resources Code Section 21080.3.1, subd. (b). The letter formally notifies the District that the boundaries of the District's local government's jurisdiction fall within the area that is traditionally and culturally affiliated with Torres Martinez Desert Cahuilla Indians and sets forth the specific requests and formal procedures in accordance with California Assembly Bill 52. Legal counsel for the District advises that this notice appears to have been sent to the District by mistake, as it does not appear reasonable to conclude that a Native American Tribe located in Thermal, CA is "geographically" located within the boundaries of the District [the triggering condition under Public Resources Code 21080.3.1]. Counsel recommends a short letter back to the Tribal Cultural Affairs Officer to clarify.

ACTION: A motion was made by Gary Helfrich, and seconded by Anthony Tominia to authorize the Board President to sign the letter of explanation and to send to send the Tribal Cultural Affairs Officer of the Torres Martinez Desert Cahuilla Indians.

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

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

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 Anderson asked for volunteers to work with her on this year's Gran Fondo event, and advised that County Fire Services is requiring an inspection of Anderson hall. She also informed the Board that all locks have been changed both at Anderson Hall and the District office. Further she is requesting input relative to a marketing plan for Anderson Hall.

Director Tominia informed the Board of a recent break-in at the home of Anita Nail and he further advised that everything had been taken.

X. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Cathie Anderson and seconded by Gary Helfrich that the June 2016 meeting of the Camp Meeker Board of Directors is adjourned.

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

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

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2016-06-21FinalMin-Rev. 1

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

Tuesday, June 28, 2016, 7:00 pm
DISTRICT OFFICE (Next to the Fire Station)
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order by Lynn Watson, President, at 7:01 p.m.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

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

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

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

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

There was no public comment.

VI. ACTION ITEMS

A. SIX MONTH EXTENSION SONOMA COUNTY WATER AGENCY AGREEMENT

DESCRIPTION: On July 9, 1996 the Sonoma County Water Agency and the Camp Meeker Recreation and Park District entered into an Agreement for the Sale of Water.

On October 21, 2008 the Amendment #2 to the Agreement was approved. Subsequent amendments have extended the Agreement that is expiring on June 30, 2016.

This amendment would extend the agreement an additional six months up to and including December 31, 2016.

ACTION: A motion was made by Gary Helfrich, and seconded by Anthony Tominia to authorize the Board President to sign the amendment extending the Agreement through December 31, 2016.

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

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

VII. 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.

There were no directors' reports.

VIII. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Gary Helfrich and seconded by Valery Larson that the June 28, 2016 special meeting of the Camp Meeker Board of Directors is adjourned.

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

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

The meeting adjourned at 7:03 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2016-06-28FinalMin-Rev. 1

**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS
FROM: CHERYL DORAN GIRARD
SUBJECT: JULY 19, 2016 WARRANTS AND FINANCIAL INFORMATION
DATE: JULY 15, 2016

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

G2016/2017-001	RP-July 2016	3,010.49
W2016/2017-001	Water-July 2016	12,130.86

Cash balances are updated from June 30 bank statements from Wells Fargo, Bank of the West and US Bank, plus funds received to date. All bank accounts are reconciled and reconciliations and will be reviewed and approved by the District's Fiscal Officer, Catherine Anderson.

Financial statements contain data available through July 14, 2016 and reflect receipt of all moneys received. The detail of the warrant requests directly is following this memo so you will be able to review individual items for each warrant request. Cash on-hand, check registers, water funds allocation, and the financial statements are placed behind the individual warrant details.

Deposits will be made to the Wells Fargo checking account, US Bank, and the Wells Fargo Investment account for amounts allocated for capital replacement and USDA debt fund repayment following the July 19 meeting. There are additional deposits for the US Bank account.

I am awaiting the parcel data from the Assessor's office to process the 2016-2017 direct charge list. The time frame established by the County is August 11; therefore, it will be necessary to hold the public hearing as a special meeting.

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



Camp Meeker Recreation & Park District

Warrant # G2016/2017-001

Vendor	G/L Acct	Amount	Explanation
Anderson, Cathie	5010	30.00	Dir Stipend-May 2016
Valery Larson	5010	30.00	Dir Stipend-May 2016
Doran-Girard, Cheryl	5520	1,289.25	Consulting-June/July
Doran-Girard, Cheryl	5556	859.50	Consulting-June/July
Doran-Girard, Cheryl	5410	105.94	Office Supplies-New FY/Audit
PGE	5594	107.34	Electric Service
Lynn Watson	5010	30.00	Dir Stipend-May 2016
County-LAFCO	5540	139.00	2016-2017 LAFCO Budget
Camp Meeker Wtr	5592	81.76	Water
US Bank	5416	149.00	Software Lease
US Bank	5105	19.98	Web Maint Contract Inc. ISP
US Bank	5101	50.00	Pay Phone/Post Office
US Bank	5101	36.22	Verizon District Phone
Perry, Johnson	5550	82.50	Legal Services
Total		3,010.49	

DIRECTOR APPROVAL:

DATE: 7/19/2016

Camp Meeker Recreation & Park District**W2016/2017-001**

Vendor	G/L Acct	Amount	Explanation
Doran-Girard, Cheryl	5520	1,289.25	Consulting-June/July
Doran-Girard, Cheryl	5556	859.50	Consulting-June/July
Doran-Girard, Cheryl	5410	105.95	Office Supplies-New FY/Audit
Russian River Utility	5515	8,218.81	Contract Services
Russian River Utility	5594	831.66	Electric Costs
US Bank	5416	168.97	Accting Software/Web Maint
US Bank	5101	36.22	Verizon-Dist Phone
County-LAFCO	5540	523.00	2016-2017 LAFCO Budget
Perry, Johnson	5550	97.50	Legal Services
Total		12,130.86	

DIRECTOR APPROVAL:

DATE: 7/19/2016

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1010 - Cash In Wells Fargo Bank-Operating
From 6/22/2016 Through 7/20/2016

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1416	System Generated Check/Vo...	Camp Meeker Wa...	7/19/2016	81.76
1417	System Generated Check/Vo...	Cheryl Doran-Girard	7/19/2016	4,509.39
1418	System Generated Check/Vo...	P G & E	7/19/2016	107.34
1419	System Generated Check/Vo...	Perry Johnson An...	7/19/2016	180.00
1420	System Generated Check/Vo...	Russian River Utility	7/19/2016	9,050.47
1421	System Generated Check/Vo...	Sonoma Co Audit...	7/19/2016	662.00
1422	System Generated Check/Vo...	US Bank	7/19/2016	460.39
1423	Director Stipend- July	Cathie Anderson	7/14/2016	30.00
1424	Director Stipend-July	Valery Larson	7/19/2016	30.00
1425	Director Stipend- July	Lynn Watson	7/19/2016	30.00
		Total 1010 - Cash In Wells Fargo Bank-Operating		15,141.35

Camp Meeker Recreation & Parks District

Check/Voucher Register - CDG-Current Register

1030 - Cash in Bank of the West-Water

From 6/22/2016 Through 7/20/2016

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
572	BOW Wtr Tfr--USDA & Capital	Camp Meeker Rec...	7/14/2016	6,600.00
573	BOW Water Transfer--June ...	Camp Meeker Rec...	7/14/2016	<u>10,150.00</u>
		Total 1030 - Cash in Bank of the West-Water		16,750.00

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Register
1035 - Clearing Account-Water Receipts
From 6/22/2016 Through 7/20/2016

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
573	BOW Water Transfer--June ...	Camp Meeker Rec...	7/14/2016	(10,150.00)
		Total 1035 - Clearing Account-Water Receipts		(10,150.00)
Report Total				21,741.35

CAMP MEEKER RECREATION AND PARK DISTRICT									
Allocation of Water Receipts Fiscal Year 7/1/2015 -6/30/2016									
Transfer Month	Allocation Month	Bank of West Stmt Balance	Total Amount Transferred	USDA-A&B WFB-Invest	Cap Improvements WFB-Invest	Operations WFB-Operating	Total		
August-15	July-15	17,391.46	17,000.00	6,100.00	500.00	10,400.00	17,000.00		
September-15	August-15	18,283.14	18,000.00	6,100.00	500.00	11,400.00	18,000.00		
October-15	September-15	18,765.42	18,500.00	6,100.00	500.00	11,900.00	18,500.00		
November-15	October-15	19,558.81	19,500.00	6,100.00	500.00	12,900.00	19,500.00		
December-15	November-15	15,625.64	15,500.00	6,100.00	500.00	8,900.00	15,500.00		
January-16	December-15	21,254.50 *	21,000.00	6,100.00	500.00	14,400.00	21,000.00		
February-16	January-16	12,248.71	12,000.00	6,100.00	500.00	5,400.00	12,000.00		
March-16	February-16	16,356.70	16,250.00	6,100.00	500.00	9,650.00	16,250.00		
April-16	March-16	19,449.44	19,250.00	6,100.00	500.00	12,650.00	19,250.00		
May-16	April-16	15,694.86	15,750.00	6,100.00	500.00	9,150.00	15,750.00		
June-16	May-16	19,078.70	19,000.00	6,100.00	500.00	12,400.00	19,000.00		
July-16	June-16	16,503.28	16,750.00	6,100.00	500.00	10,150.00	16,750.00		
YTD Totals		193,707.38	191,750.00	67,100.00	5,500.00	119,150.00	191,750.00		
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				
*By telephone. Inaccurate # for 12/31 determined upon receipt of statement.									
7/14/16									

Camp Meeker Recreation & Parks District

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

10 - Recreation & Park - Operating

From 7/1/2015 Through 6/30/2016

(In Whole Numbers)

		<u>YTD Budget - Final</u>	<u>Current Year Actual</u>	<u>Variance</u>
Revenue				
4001	Property Taxes-CY Secured	50,500	61,574	(11,074)
4020	Property Taxes-CY Supplemental	0	489	(489)
4040	Property Taxes-CY Unsecured	0	2,095	(2,095)
4041	Cost Reimbursement-Collect Delinquent CY Unsec	(100)	(40)	(60)
4101	Interest Pooled Cash -Sonoma County	15	7	8
4210	Rental Fees-Anderson Hall	7,000	5,180	1,820
4215	Rental Fees-Other	1,727	1,732	(5)
4220	State-Home Owner Property Tax Relief	215	255	(40)
4290	Miscellaneous Revenues	0	250	(250)
4295	Grant Revenue	<u>3,000</u>	<u>1,500</u>	<u>1,500</u>
	Total Revenue	<u>62,357</u>	<u>73,042</u>	<u>(10,685)</u>
Expenditures				
5010	Director Stipend	1,080	1,050	30
5017	Worker Compensation Insurance	500	41	459
5101	Communications-Telephone	982	1,604	(622)
5105	Communications-ISP Website	60	160	(100)
5110	Communications-Website Other	0	97	(97)
5184	Janitorial Supplies	375	209	166
5185	Janitorial Services	1,300	1,480	(180)
5210	Insurance-Property & Liability	2,240	2,608	(368)
5301	Maintenance-Beach and Parks	540	0	540
5302	Maintenance-Bldgs & Improvements	500	3,564	(3,064)
5401	Memberships	150	185	(35)
5402	Marketing	400	0	400
5405	Miscellaneous	850	950	(100)
5410	Office Supplies	825	956	(131)
5415	Office Operations	300	0	300
5416	Lease-Accounting Software	1,788	3,135	(1,347)
5420	Training-Administrative	200	326	(126)
5425	Postage	150	129	21
5426	Printing Services	1,275	298	977
5427	Supplies	750	77	673
5428	Food	280	249	31
5501	Professional Fees-Web	1,025	475	550
5520	Administrative Services	8,000	9,784	(1,784)
5530	Community Events	400	0	400
5535	Event Promotion/Advertising	1,400	0	1,400
5540	LAFCO Charges	134	0	134
5550	Legal Services	9,000	2,219	6,781
5555	Professional Services-Auditor	4,000	9,979	(5,979)
5556	Professional Services-Accounting	10,800	11,402	(602)
5560	Professional Fees-Other	1,500	0	1,500
5570	Service Fee-PayPal	225	31	194
5571	Late Fees	0	37	(37)
5575	Bank Service Fees	30	(11)	41
5576	Property Tax Administration Fee	750	855	(105)
5580	Elections Cost	2,263	1,184	1,079
5590	Gas and Oil	900	721	179
5591	Equipment Rentals	300	178	122

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2015 Through 6/30/2016
(In Whole Numbers)

		<u>YTD Budget - Final</u>	<u>Current Year Actual</u>	<u>Variance</u>
5592	Water and Sewer	1,075	819	256
5594	Utilities	1,300	1,243	57
8511	Maintenance & Repair	0	882	(882)
8516	Maintenance & Repair	2,000	0	2,000
8565	Equipment 2	2,650	309	2,341
9001	Contingency	<u>110</u>	<u>0</u>	<u>110</u>
	Total Expenditures	<u>62,407</u>	<u>57,223</u>	<u>5,184</u>
	Excess of Income Over (Under) Expense	<u>(50)</u>	<u>15,819</u>	<u>(15,869)</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
40 - Recreation & Parks - Water Operations
From 7/1/2015 Through 6/30/2016
(In Whole Numbers)

		<u>YTD Budget - Final</u>	<u>Current Year Actual</u>	<u>Variance</u>
Revenue				
4010	Direct Charges-Current Year	122,000	117,240	4,760
4061	Direct Charges -Prior Year	0	3,280	(3,280)
4101	Interest Pooled Cash -Sonoma County	0	11	(11)
4110	Interest Earned-Wells Fargo Bank	300	0	300
4310	Sales of Water-Residential	213,000	208,080	4,920
4311	Refunds-Water Customers	0	(18)	18
4625	Transfers-Within Fund In	48,500	25,000	23,500
	Total Revenue	<u>383,800</u>	<u>353,594</u>	<u>30,206</u>
Expenditures				
5101	Communications-Telephone	432	257	175
5105	Communications-ISP Website	60	160	(100)
5110	Communications-Website Other	0	97	(97)
5185	Janitorial Services	150	0	150
5210	Insurance-Property & Liability	3,900	2,608	1,292
5401	Memberships	125	75	51
5405	Miscellaneous	100	119	(19)
5410	Office Supplies	750	773	(23)
5415	Office Operations	175	0	175
5416	Lease-Accounting Software	1,788	3,135	(1,347)
5420	Training-Administrative	300	326	(26)
5425	Postage	125	76	49
5426	Printing Services	650	307	343
5501	Professional Fees-Web	250	332	(82)
5515	Contract Services-Water Operations	118,008	94,840	23,168
5520	Administrative Services	13,000	11,078	1,922
5540	LAFCO Charges	618	0	618
5550	Legal Services	7,500	4,506	2,994
5555	Professional Services-Auditor	9,600	8,867	733
5556	Professional Services-Accounting	8,000	10,703	(2,703)
5560	Professional Fees-Other	1,198	0	1,198
5565	Fiscal Agent Fees	200	0	200
5575	Bank Service Fees	25	53	(28)
5576	Property Tax Administration Fee	0	1,068	(1,068)
5580	Elections Cost	2,663	1,184	1,479
5585	Public/Legal Notices	500	302	198
5587	Water System Fees-State	2,500	2,369	131
5591	Equipment Rentals	0	35	(35)
5592	Water and Sewer	0	264	(264)
5594	Utilities	3,750	3,722	28
5595	Waste Removal	0	498	(498)
8511	Maintenance & Repair	0	882	(882)
8516	Maintenance & Repair	5,000	0	5,000
8625	Tfr Within Fnd-Out	202,400	119,463	82,937
	Total Expenditures	<u>383,767</u>	<u>268,100</u>	<u>115,667</u>
	Excess of Income Over (Under) Expense	<u>33</u>	<u>85,494</u>	<u>(85,461)</u>

FROM THE DESK OF

CYNTHIA S. WHITE, MT
PO Box 1188, Occidental, CA 95465
707-827-3300
cwhitemt@hotmail.com

June 21, 2016


To whom this may concern:

I am writing to inform you of a brief history of water use at our property, 15740 Morelli Ln., Camp Meeker. My husband and I bought this property in 2001 and have owned it since that time. We have a history of normal water usage. We do water 15 lemon trees in the summer and we understand that our water use does increase in the summer. We have always paid our water bills on time and have worked with Russian River Utilities when there have been questions about billing, such as a few times when the bill has seemed to be unexpectedly high. There was evidence of a leak which we found in 2011 and we paid that bill and repaired the leak. Since that time our water usage has been average.

We had Robert Sherod from your organization come out to look at the situation, and he was amazed to find no water leak and could not understand why there would be no evidence of 125,590 gallons of water running through our meter and no evidence of water on the property or running down the road. We are very consciousness with our water use and, once again, have noted no evidence of any water leakage on our property or on any of our neighboring properties. In fact, two neighbors down the hill from us have specifically stated that there is no indication of water runoff on their properties from our property above. We are questioning the accuracy of the water meter and the total disappearance of this much water.

We ask that you please reconsider this billing period. We would be willing to pay the amount of the highest summer water bill previous to this current bill as a conciliatory gesture, but we have not increased our usage, we have no evidence of a leak, and we will not accept a bill of \$4929.90. We have had other professionals out including Occidental Plumbing as to see if there is anything amiss with the water delivery system. They are currently scheduled to put in a meter on the other side of our pumping station in order for us to monitor what is coming in and going out in the future. If we had a leak in the amount of 125,590 gallons, the consensus has been unanimous; there would be a lake once again at the bottom of Camp Meeker.

Respectfully yours,



Cynthia S. White, MT

CAMP MEEKER RECREATION AND PARKS DISTRICT
PO BOX 457 FORESTVILLE, CA 95436-0457
TEL 707-887-7735 FAX 707-887-9445

December 9, 2011

Horace White
PO Box 888
Occidental, CA 95465

RE: ONE-TIME CREDIT
ACCOUNT 342
15740 MORELLI LANE, CAMP MEEKER

Dear Horace,

The Camp Meeker Board of Directors has authorized me to prepare a **one-time credit** for a leak that occurred on your property in September - October 2011. The Camp Meeker Recreation and Park District's policy requires payment for actual pumping costs at \$1.00 per 1,000 gallons.

Leak + Normal Usage	32,830 gallons
<u>Normal Usage</u>	- 12,400 gallons (<i>based on your Oct 2010 bill</i>)
Leak Adjustment	20,430

Pumping costs are \$1.00 per 1,000 gallons. This is the cost to pump water from the source to your meter.

20,430 gal:	\$258.25
Pumping costs:	<u>\$-20.43</u>

CREDIT: \$237.82

Leak + Normal Usage	25,280 gallons
<u>Normal Usage</u>	- 11,580 gallons (<i>based on your Nov 2010 bill</i>)
Leak Adjustment	13,700

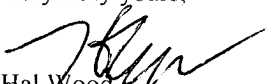
Pumping costs are \$1.00 per 1,000 gallons. This is the cost to pump water from the source to your meter.

13,700 gal:	\$103.00
Pumping costs:	<u>\$-13.70</u>

CREDIT: \$89.30

TOTAL CREDIT: \$327.12

Very truly yours,


Hal Wood
General Manager

Please indicate County where
your project is located here:

MAIL FORM AND ATTACHMENTS TO:
State Water Resources Control Board
DIVISION OF WATER RIGHTS
P.O. Box 2000, Sacramento, CA 95812-2000
Tel: (916) 341-5300 Fax: (916) 341-5400
<http://www.waterboards.ca.gov/waterrights>

PETITION FOR CHANGE

Separate petitions are required for each water right. Mark all areas that apply to your proposed change(s). Incomplete forms may not be accepted. Location and area information must be provided on maps in accordance with established requirements. (Cal. Code Regs., tit. 23, § 715 et seq.) Provide attachments if necessary.

Point of Diversion

Wat. Code, § 1701

Point of Rediversion

Cal. Code Regs., tit. 23, § 791(e)

Place of Use

Wat. Code, § 1701

Purpose of Use

Wat. Code, § 1701

Distribution of Storage

Cal. Code Regs., tit. 23, § 791(e)

Temporary Urgency

Wat. Code, § 1435

Instream Flow Dedication

Wat. Code, § 1707

Waste Water

Wat. Code, § 1211

Split

Cal. Code Regs., tit. 23, § 836

Terms or Conditions

Cal. Code Regs., tit. 23, § 791(e)

Other

Application

Permit

License

Statement

I (we) hereby petition for change(s) noted above and described as follows:

Point of Diversion or Rediversion – Provide source name and identify points using both Public Land Survey System descriptions to ¼-¼ level and California Coordinate System (NAD 83).

Present:

Proposed:

Place of Use – Identify area using Public Land Survey System descriptions to ¼-¼ level; for irrigation, list number of acres irrigated.

Present:

Proposed:

Purpose of Use

Present:

Proposed:

Split

Provide the names, addresses, and phone numbers for all proposed water right holders.

In addition, provide a separate sheet with a table describing how the water right will be split between the water right holders: for each party list amount by direct diversion and/or storage, season of diversion, maximum annual amount, maximum diversion to offstream storage, point(s) of diversion, place(s) of use, and purpose(s) of use. Maps showing the point(s) of diversion and place of use for each party should be provided.

Distribution of Storage

Present:

Proposed:

Temporary Urgency

This temporary urgency change will be effective from _____ to _____.

Include an attachment that describes the urgent need that is the basis of the temporary urgency change and whether the change will result in injury to any lawful user of water or have unreasonable effects on fish, wildlife or instream uses.

Instream Flow Dedication – Provide source name and identify points using both Public Land Survey System descriptions to ¼-¼ level and California Coordinate System (NAD 83).

Upstream Location:

Downstream Location:

List the quantities dedicated to instream flow in either: cubic feet per second or gallons per day:
 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

Will the dedicated flow be diverted for consumptive use at a downstream location? Yes No
 If yes, provide the source name, location coordinates, and the quantities of flow that will be diverted from the stream.

Waste Water

If applicable, provide the reduction in amount of treated waste water discharged in cubic feet per second.

Will this change involve water provided by a water service contract which prohibits Yes No
 your exclusive right to this treated waste water?

Will any legal user of the treated waste water discharged be affected? Yes No

General Information – For all Petitions, provide the following information, if applicable to your proposed change(s).

Will any current Point of Diversion, Point of Storage, or Place of Use be abandoned? Yes No

I (we) have access to the proposed point of diversion or control the proposed place of use by virtue of:
 ownership lease verbal agreement written agreement

If by lease or agreement, state name and address of person(s) from whom access has been obtained.

Give name and address of any person(s) taking water from the stream between the present point of diversion or rediversion and the proposed point of diversion or rediversion, as well as any other person(s) known to you who may be affected by the proposed change.

All Right Holders Must Sign This Form: I (we) declare under penalty of perjury that this change does not involve an increase in the amount of the appropriation or the season of diversion, and that the above is true and correct to the best of my (our) knowledge and belief. Dated _____ at _____.

 Right Holder or Authorized Agent Signature

 Right Holder or Authorized Agent Signature

NOTE: All petitions must be accompanied by:

- (1) the form Environmental Information for Petitions, including required attachments, available at:
http://www.waterboards.ca.gov/waterrights/publications_forms/forms/docs/pet_info.pdf
- (2) Division of Water Rights fee, per the Water Rights Fee Schedule, available at:
http://www.waterboards.ca.gov/waterrights/water_issues/programs/fees/
- (3) Department of Fish and Wildlife fee of \$850 (Pub. Resources Code, § 10005)

ENVIRONMENTAL INFORMATION FOR PETITIONS

This form is required for all petitions.

Before the State Water Resources Control Board (State Water Board) can approve a petition, the State Water Board must consider the information contained in an environmental document prepared in compliance with the California Environmental Quality Act (CEQA). This form is not a CEQA document. If a CEQA document has not yet been prepared, a determination must be made of who is responsible for its preparation. As the petitioner, you are responsible for all costs associated with the environmental evaluation and preparation of the required CEQA documents. Please answer the following questions to the best of your ability and submit any studies that have been conducted regarding the environmental evaluation of your project. If you need more space to completely answer the questions, please number and attach additional sheets.

DESCRIPTION OF PROPOSED CHANGES OR WORK REMAINING TO BE COMPLETED

For a petition for change, provide a description of the proposed changes to your project including, but not limited to, type of construction activity, structures existing or to be built, area to be graded or excavated, increase in water diversion and use (up to the amount authorized by the permit), changes in land use, and project operational changes, including changes in how the water will be used. For a petition for extension of time, provide a description of what work has been completed and what remains to be done. Include in your description any of the above elements that will occur during the requested extension period.

Coordination with Regional Water Quality Control Board

For change petitions only, you must request consultation with the Regional Water Quality Control Board regarding the potential effects of your proposed change on water quality and other instream beneficial uses. (Cal. Code Regs., tit. 23, § 794.) In order to determine the appropriate office for consultation, see: http://www.waterboards.ca.gov/waterboards_map.shtml. Provide the date you submitted your request for consultation here, then provide the following information.

Date of Request

Will your project, during construction or operation, (1) generate waste or wastewater containing such things as sewage, industrial chemicals, metals, or agricultural chemicals, or (2) cause erosion, turbidity or sedimentation?

Yes

No

Will a waste discharge permit be required for the project?

Yes

No

If necessary, provide additional information below:

Insert the attachment number here, if applicable:

Local Permits

For temporary transfers only, you must contact the board of supervisors for the county(ies) both for where you currently store or use water and where you propose to transfer the water. (Wat. Code § 1726.) Provide the date you submitted your request for consultation here.

Date of Contact

For change petitions only, you should contact your local planning or public works department and provide the information below.

Person Contacted:

Date of Contact:

Department:

Phone Number:

County Zoning Designation:

Are any county permits required for your project? If yes, indicate type below.

Yes

No

Grading Permit

Use Permit

Watercourse

Obstruction Permit

Change of Zoning

General Plan Change

Other (explain below)

If applicable, have you obtained any of the permits listed above? If yes, provide copies.

Yes

No

If necessary, provide additional information below:

Insert the attachment number here, if applicable:

Federal and State Permits

Check any additional agencies that may require permits or other approvals for your project:

Regional Water Quality Control Board	Department of Fish and Game	
Dept of Water Resources, Division of Safety of Dams	California Coastal Commission	
State Reclamation Board	U.S. Army Corps of Engineers	U.S. Forest Service
Bureau of Land Management	Federal Energy Regulatory Commission	
Natural Resources Conservation Service		

Have you obtained any of the permits listed above? If yes, provide copies.	Yes	No
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For each agency from which a permit is required, provide the following information:

Agency	Permit Type	Person(s) Contacted	Contact Date	Phone Number
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If necessary, provide additional information below:

Insert the attachment number here, if applicable:

Construction or Grading Activity

Does the project involve any construction or grading-related activity that has significantly altered or would significantly alter the bed, bank or riparian habitat of any stream or lake?	Yes	No
--	-----	----

If necessary, provide additional information below:

Insert the attachment number here, if applicable:

Archeology

Has an archeological report been prepared for this project? If yes, provide a copy.	Yes	No
Will another public agency be preparing an archeological report?	Yes	No
Do you know of any archeological or historic sites in the area? If yes, explain below.	Yes	No

If necessary, provide additional information below:

Insert the attachment number here, if applicable:

Photographs

For all petitions other than time extensions, attach complete sets of color photographs, clearly dated and labeled, showing the vegetation that exists at the following three locations:

Along the stream channel immediately downstream from each point of diversion

Along the stream channel immediately upstream from each point of diversion

At the place where water subject to this water right will be used

Maps

For all petitions other than time extensions, attach maps labeled in accordance with the regulations showing all applicable features, both present and proposed, including but not limited to: point of diversion, point of rediversion, distribution of storage reservoirs, point of discharge of treated wastewater, place of use, and location of instream flow dedication reach. (Cal. Code Regs., tit. 23, §§ 715 et seq., 794.)

Pursuant to California Code of Regulations, title 23, section 794, petitions for change submitted without maps may not be accepted.

All Water Right Holders Must Sign This Form:

I (we) hereby certify that the statements I (we) have furnished above and in the attachments are complete to the best of my (our) ability and that the facts, statements, and information presented are true and correct to the best of my (our) knowledge. Dated _____ at _____.

Water Right Holder or Authorized Agent Signature

Water Right Holder or Authorized Agent Signature

NOTE:

- Petitions for Change may not be accepted unless you include proof that a copy of the petition was served on the Department of Fish and Game. (Cal. Code Regs., tit. 23, § 794.)
- Petitions for Temporary Transfer may not be accepted unless you include proof that a copy of the petition was served on the Department of Fish and Game and the board of supervisors for the county(ies) where you currently store or use water and the county(ies) where you propose to transfer the water. (Wat. Code § 1726.)

Temporary Urgency Change Petition
Dutch Bill Creek Flow Augmentation
Camp Meeker Recreation and Park District

Project Description

July 2016

Introduction

Dutch Bill Creek is critically important for coho salmon. It was identified a Core Focus Area for coho protection and restoration in the National Marine Fisheries Service's (NMFS) Final Recovery Plan for Central California Coast (CCC) Coho Salmon (2012). This stream is also one of the four tributaries subject to Emergency Regulation for Enhanced Conservation Measures and Information in Key Russian River Tributaries (Regulation), to Protect Specific Fisheries adopted by the State Water Resources Control Board (SWRCB) in response to the California drought. Dutch Bill Creek has experienced critical shortages of summer baseflows causing loss of rearing habitat for endangered coho salmon and threatened steelhead trout.

In 2015, to complement water conservation efforts mandated by the SWRCB, NMFS, the California Department of Fish and Wildlife (CDFW), and the Russian River Coho Partnership, asked Camp Meeker Recreation and Park District (CMRPD) to voluntarily augment stream flow in Dutch Bill Creek. The successful implementation of this project in 2015 utilized existing water infrastructure to add water to upper Dutch Bill Creek in order to maintain a minimum subsistence condition of juvenile coho salmon and steelhead rearing in the main channel downstream of CMRPD. The project required a Temporary Urgency Change to CMRPD's existing appropriative water right permit #21198, which temporarily added fish and wildlife enhancement to the purpose of use and Dutch Bill Creek to the place of use.

The term of the 2015 Temporary Urgency Change Petition (TUCP) has since ended, and CMRPD, in partnership with NMFS, CDFW, and the Russian River Coho Partnership, seeks to continue to augment flow in the dry season for the benefit of coho and steelhead, as conditions warrant. CMRPD seeks to renew the TUCP from 2015 by submitting this TUCP for 2016.

Existing Setting

CDFW and NMFS have identified Dutch Bill Creek, Green Valley Creek, Mark West Creek, and Mill Creek as high priority CCC coho salmon tributaries in the Russian River. These four tributary watersheds provide critical spawning and rearing habitat for wild populations of state and federally endangered CCC coho salmon. Federally threatened juvenile CCC steelhead also use these four Russian River tributaries and require similar rearing habitat and water quality conditions during the summer months. Juveniles of both species can survive very dry conditions in pools in the upper watersheds, provided the pools have sufficient water and stream connectivity to maintain appropriate temperature, dissolved oxygen, and other water quality conditions. During the drought, the four tributaries sustained some of the last remaining spring and summer rearing habitat for coho salmon and steelhead in the Russian River watershed.

However, Dutch Bill Creek and the other three tributaries are likely to continue to experience low flow conditions attributable in part to active summer diversions. While streamflow is somewhat better than last year, it is unlikely to keep the rearing reach of stream wetted with contiguous hydraulic connection between pools. Last year, CDFW and NMFS estimated the minimum flow required for maintaining

hydraulic connectivity among pools in the stream to be 0.1 cfs. This low flow condition manifested in disconnected stream systems with isolated pools, low dissolved oxygen levels, and elevated temperatures. Extensive losses of this kind results in the loss of juvenile production and are especially problematic in the context of already substantial loss of scarce rearing habitat.

This project is part of a much larger effort to improve flow for coho salmon and steelhead, including CDFW's and NMFS's Voluntary Drought Initiative (VDI) program, SWRCB adoption of the Regulation, cooperative instream flow projects with water users developed by the Russian River Coho Partnership, and the actions of the others in the watershed. Of particular interest, CMRPD's neighbor, Westminster Woods, recently implemented a water conservation and tank storage project to improve instream flow and is pursuing its own long-term instream flow dedication under Water Code Section 1707.

2015 Temporary Urgency Change Petition

In August 2015, CMRPD agreed to file a temporary urgency change petition (TUCP) and an instream flow dedication petition (instream flow petition) with the SWRCB requesting approval of a temporary change to water right Permit 21198 (Application 31055) pursuant to California Water Code sections 1435 and 1707. The TUCP and instream flow petition requested the following temporary changes:

- (1) Addition of fish and wildlife preservation and enhancement as a purpose of use;
- (2) Addition of a portion of Dutch Bill Creek to the place of use. The upstream limit is located at North 1,921,868 feet and East 6,282,809 feet by California Coordinate System 1983, Zone 2, being within NE $\frac{1}{4}$ of SW $\frac{1}{4}$ of Section 21, Township 7 North, Range 10 West, Mount Diablo Base & Meridian (MDB&M). The downstream limit is located at the confluence of Dutch Bill Creek and the Russian River at North 1,932,731 feet and East 6,272,591 feet within NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 7, Township 7 North, Range 10 West, MDB&M; and
- (3) Dedication of up to 30 acre-feet (af) of water at a maximum diversion rate of 0.2 cubic feet per second (cfs) for Fish and Wildlife Preservation and Enhancement for instream beneficial use in Dutch Bill Creek. Petitioner indicated a target rate of 0.1 cfs.

The petition proposed to divert water from the Monte Rio well at a rate ranging from 0.05 to 0.2 cfs under Permit 21198 for release, untreated, from its pipeline into Dutch Bill Creek. Water was directed to an existing 7,500 gallon storage tank at the water treatment facility on Alliance Redwoods Conference Grounds, approximately four miles upstream of the Monte Rio Well. A two-inch, above-ground polyethylene pipeline connected to the tank released the water into a rock-lined culvert drainage channel 400 to 450 feet from the tank; the water then flowed into Dutch Bill Creek. An agreement was reached with Alliance Redwoods Conference Grounds to allow the transport of water between the storage tank and Dutch Bill Creek. The target rate of release was 0.1 cfs. The instream flow dedication continued from August 24 through December 9, 2015. The estimated total volume of water released was 16.1 af (See attachment 1A). Temperature of release water ranged from 15.7°C to 19.9°C, remaining less than 18.2°C after September 3. Dissolved oxygen downstream of releases remained above 8 microsiemens (μ S) for the duration of the release period.

CMRPD seeks the same temporary change under this TUCP for 2016.

In addition, CMRPD intends to submit a long-term Petition for Change to permanently add fish and wildlife preservation and enhancement to the purpose of use and place of use for Permit 21198. The Petition will be a separate submittal from this TUCP.

Project Elements

Flow Releases: As soon as possible for a period up to the first substantial rain event (or until flow conditions recover to a minimum of 0.1 cfs), CMRPD will release water from the pipeline at Alliance Redwoods at a rate of (approximately) 0.05 to 0.2 cfs into Dutch Bill Creek. The target rate is 0.1 cfs. Flow enhancements/ releases will begin as soon as the TUCP is approved and extend into December of 2016, or until flow conditions recover to approximately 0.1 cfs. The rate of release will range between 0.05 and 0.2 cubic feet per second with the total volume of water not to exceed 30 af during this period. Actual rates of release will be determined by NMFS, CDFW and CMRPD and shall be based upon instream flow conditions and facilities and permit constraints.

Water Right: CMRPD is a California Water District which provides municipal water services to 365 residences in and around the town of Camp Meeker, California. The water supply is sourced from two wells near the town of Monte Rio that draw underflow from the mainstem Russian River under appropriative water right (Permit #21198).

Permit 21198 was issued to CMRPD on April 27, 2007, pursuant to Application 31055. Permit 21198 authorizes direct diversion at a rate of 0.23 cfs, not to exceed 90 acre-feet per annum (afa) from the Russian River, tributary to the Pacific Ocean, in Sonoma County. Water is authorized to be diverted from January 1 to December 31 of each year. No water is diverted from Dutch Bill Creek by CMRPD.

The Dutch Bill Creek watershed encompasses an area including the towns of Occidental and Camp Meeker as well as the surrounding rural residences. CMRPD operates an offset well on the Russian River near Monte Rio (Monte Rio well), a transmission main, pump station, and storage tanks. Once diverted at the Monte Rio well, water is transported approximately four miles via a 6-inch transmission main to a water filtration facility in Camp Meeker (near Alliance Redwoods) where it is treated, stored, and subsequently delivered to residences in the CMRPD service area. The transmission main lies within the right-of-way for the Bohemian Highway, which roughly follows Dutch Bill Creek and connects with storage facilities in Camp Meeker and the Town of Occidental. Occidental Community Services District (Occidental) constructed an intertie to the CMRPD water system and currently services 70 customers under contract with Sonoma County Water Agency (SCWA). Occidental also holds a permit that is not in use. Russian River Utility manages the CMRPD and Occidental public water systems. In addition to the water diverted under Permit 21198, CMRPD entered into a water supply agreement with SCWA to purchase water.

Permitting: Rich Stabler, Senior Environmental Specialist with the Sonoma County Permit and Resource Management District has reviewed this proposal and concluded that no element within it warrants regulation via any county authority.

The North Coast Regional Water Quality Control Board (North Coast Regional Board) has responsibility to regulate discharges into waters of the state. North Coast Regional Board staff (Bryan Mcfadin) concluded the project does not require a discharge permit.

In addition, CMRPD is renewing their Voluntary Drought Initiative (VDI) agreement with CDFW and NMFS for the summer of 2016. While this is not a permit, it does provide some assurances to CMRPD that they are operating in good faith with both agencies.

Monitoring: Monitoring the effects of flow augmentation on coho salmon and steelhead is necessary to ensure these actions will not inadvertently harm these species. The RRUD will be responsible for implementing continuous flow releases during the agreed upon periods. This will include recording the timing, rate and duration of water releases as well as monitoring water temperature and dissolved oxygen at the point of discharge. Stream flows will be recorded by the gauge at Westminster Woods and its continued operation will remain during the TUCP term (July through December 2016).

University of California (UC) and Sonoma County Water Agency crews will map surface flow conditions, measure riffle crest depths, and take intermittent measurements of DO and water temperature in all of Dutch Bill (mouth to release point) at weekly intervals before and after the release. UC will communicate with partners at DFW, NOAA and SWRCB on a weekly basis regarding flow conditions. Any water quality concerns that arise from the monitoring will be resolved via communication between CMRPD, NMFS, CDFW and the North Coast Regional Board. CMRPD will subsequently report the results of the consultations with CDFW, NMFS, and the Regional Board to the SWRCB.

Partners: This project is being implemented with the help of multiple parties. They include CMRPD, CDFW, NMFS, NCRWQCB, and members of the Russian River Coho Partnership, Gold Ridge Resource Conservation District, Occidental Arts and Ecology Center, Trout Unlimited, and UC Cooperative Extension/California Sea Grant.

Required Findings of Fact

There is an urgent need to make the proposed change

As of July 8, 2016, surface flow in Dutch Bill Creek below Tyrone Bridge had ceased, with hydraulically disconnected pools remaining. Continuous surface flow remained in the upstream rearing reach and was measured at Westminster Woods on July 11 at 0.15 cfs. Mia Docto, from Trout Unlimited, compared manual flow estimates from this year to previous records (see Attachment 1B) and suggested that, while flows are slightly higher than last year, the rate of decline may be greater. This will likely result in streamflow being less than the 0.1 cfs threshold sometime in early August. Juvenile coho salmon and steelhead are present in these habitats and will therefore be exposed to degradation of aquatic habitat and subsequent mortality. Given the positive results from last year from flow enhancements, and similar dry conditions this year, additional flow from the project will likely benefit fish again.

The proposed change may be made without injury to any other lawful user of water

Absent approval of the proposed change, the water to be made available by CMRPD for the proposed instream dedication would either be put to consumptive use within the boundaries of CMRPD's place of use as identified in Permit 21198, or would continue to flow down the Russian River. The Instream flow dedication proposed by the petitioner is a non-consumptive use of water. Water diverted for instream flow purposes from CMRPD's Monte Rio well will re-enter the Russian River approximately 285 feet downstream, after flowing down Dutch Bill Creek, less natural stream conveyance losses. Consequently, only lawful users on the Russian River downstream of the Monte Rio well but upstream of the confluence with Dutch Bill Creek could experience any significant effect or injury from the proposed action. Per Division records, Occidental, under Permit 21214, constitutes the only user that could meet these criteria. Permit 21214, which is junior in priority to CMRPD's permit, authorizes year-round direct diversion of 0.16 cfs, up to 65 afa, of Russian River underflow from an offset well approximately 50 feet

downstream of CMRPD's Monte Rio well. Occidental, however, is not yet using the water under Permit 21214, and so will not experience unreasonable effect or injury from the action. Further, SCWA is required per Decision 1610 to maintain flows in the lower Russian River. The amount of this dedication (maximum rate of 0.2 cfs) is insignificant compared to flow levels maintained by SCWA. There is a risk of riparian water rights holders on Dutch Bill Creek diverting the water intended for instream flow for their own use. According to SWRCB's records, Westminster Woods (Statement of Water Diversion and Use 24280) constitutes the only active water right holder on Dutch Bill Creek downstream of the proposed point of release. In 2015, Westminster Woods implemented a water conservation project that included moving its point of diversion off of Dutch Bill Creek and filing an instream flow petition to dedicate the water that was previously used for irrigation under its riparian right to fish and wildlife.

Accordingly, granting this TUCP and instream flow petition will not result in unreasonable effect or injury to any other lawful user of water.

The proposed change may be made without unreasonable effect upon fish, wildlife, or other instream beneficial uses

The action would enhance fish habitat and other instream beneficial uses in Dutch Bill Creek by augmenting flows for rearing habitat for salmonids. Increased summer flows can lower water temperatures, increase dissolved oxygen concentrations and re-connect pool habitat, all to the benefit of juvenile coho salmon and steelhead survival and growth.

The gauge at Westminster Woods showed that flow augmentation from this project in the summer of 2015 substantially improved surface flow (Figure 1). This effort was also a significant contributing factor to maintaining rearing habitat in a wetted condition (Figure 2), despite it being the worst drought condition in recent history. The Russian River Coho Salmon Captive Broodstock Monitoring Program concluded that 76% of the juvenile salmonids observed in Dutch Bill Creek at the beginning of the rearing season were occupying habitat that remained wetted throughout the summer period. This was far more than what was observed in the four other streams included in their study (Figure 3).

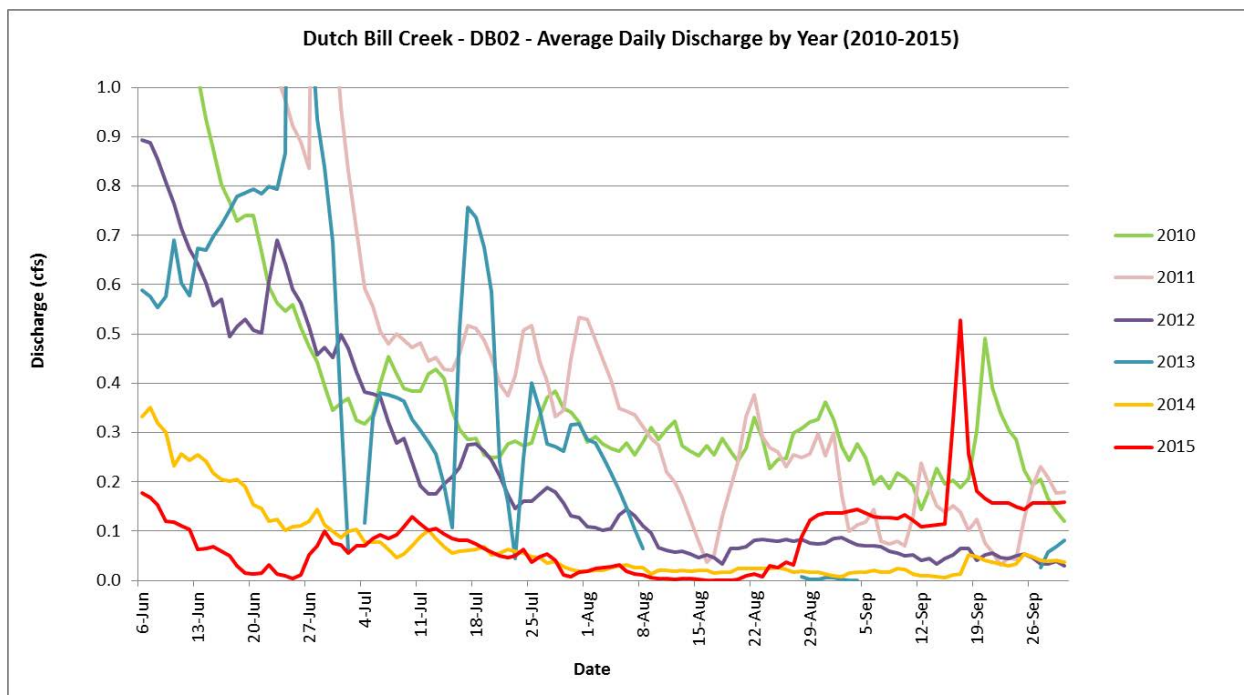


Figure 1. Average daily discharge from June through September for the years 2010 through 2015 in Dutch Bill Creek as measured by the stream gauge at Westminster Woods.

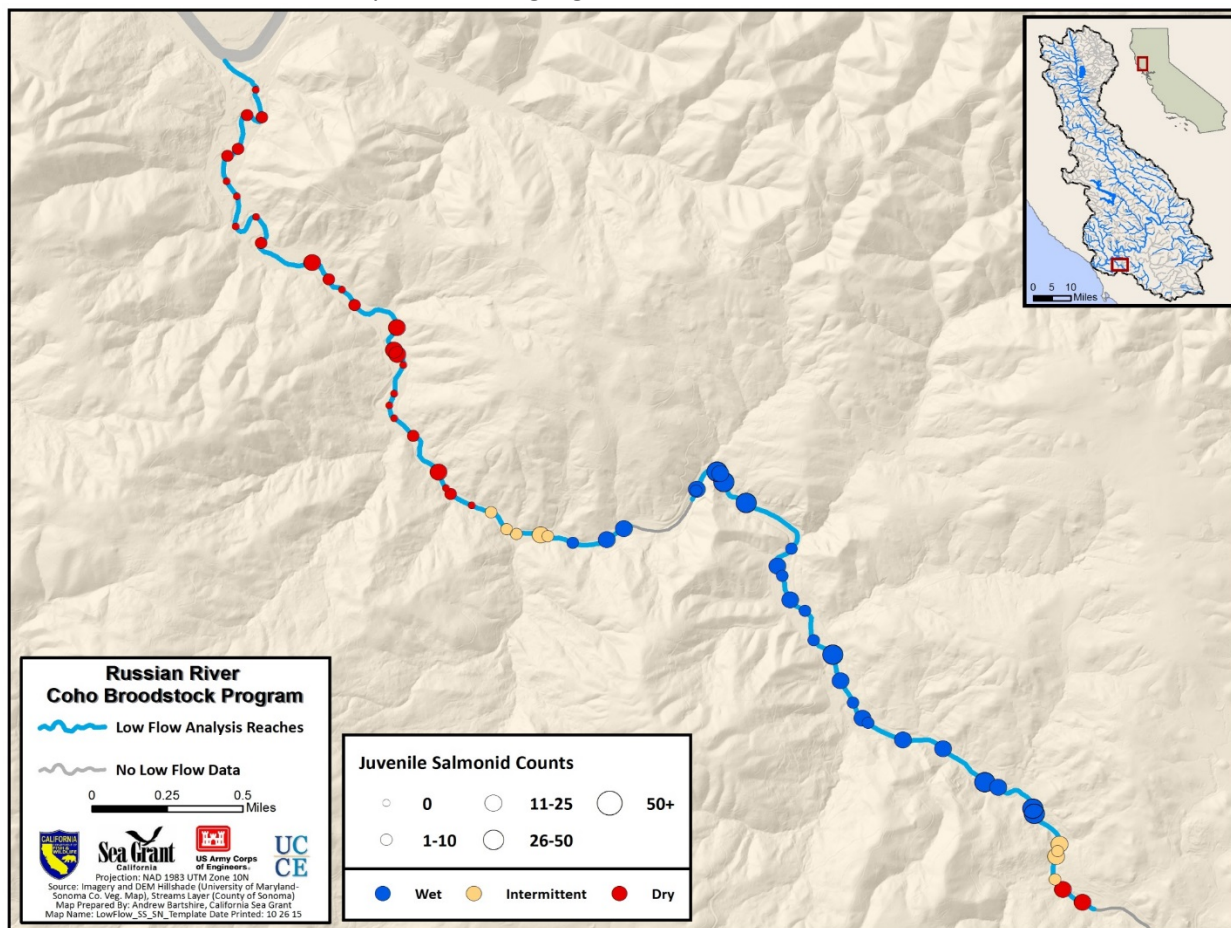


Figure 2. Distribution and abundance of juvenile salmonids as observed by the Russian River Coho Salmon Captive Broodstock Monitoring Program in June of 2015. Blue circles represent fish at locations that remained wetted through the summer period.

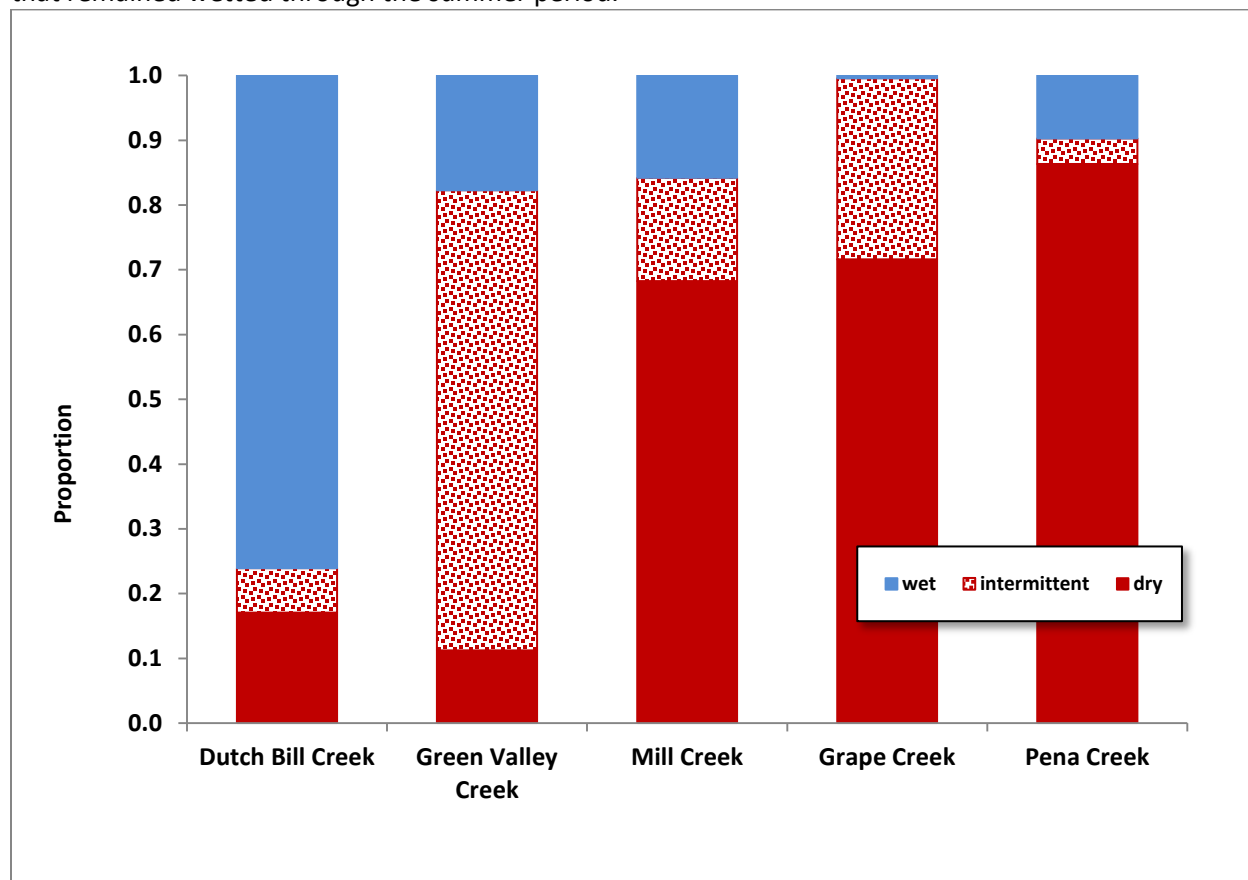


Figure 3. The proportion of juvenile salmonids observed in relation to wet, intermittent and dry stream reaches in five priority streams studied by the Russian River Coho Salmon Captive Broodstock Monitoring Program in the summer of 2015.

CDFW, NMFS, the Russian River Coho Partnership, Trout Unlimited, and the Gold Ridge Resource Conservation District have all expressed support for the project. CMRPD consulted with NMFS, CDFW, and the North Coast Regional Board regarding filing the TUCP and instream flow petition and the effects of the proposed changes. NMFS and CDFW were directly involved with the design of the project.

The proposed change is in the public interest

This project is located in a priority watershed where the risk of drought-related effects to Federally-listed and State-listed fish species is greatest. Dutch Bill Creek, tributary to the Russian River, is one such priority area. This site contains Central California Coast (CCC) coho salmon and CCC steelhead, which are listed under the Federal Endangered Species Act (ESA) as endangered and threatened, respectively. Coho salmon are also listed as Endangered under the California Endangered Species Act (CESA). Coho salmon in Dutch Bill Creek are critical to the overall viability of wild coho in the Russian River basin.

The petition will not increase the amount of water the person is entitled to use

The proposed change does not seek to expand the season, rate or amount of the permit. As discussed herein, the proposed change seeks to temporarily modify the place and purpose of use of CMRPD's existing water right. Pursuant to Permit 21198, CMRPD has until December 31, 2017 to demonstrate complete application of its authorized 90 afa and rate of 0.23 cfs. The highest annual use occurred in 2014 when CMRPD used 59.1 afa, approximately two-thirds of its permitted allotment. The total amount of water to be diverted under this Petition and will not exceed a cumulative diversion of 90 af or 0.23 cfs.

Russian River Utility
707-887-7735



CAMP MEEKER WATER SYSTEM

Month _____ Year _____

Elap. Time _____

CAMP MEEKER REC
Upstream

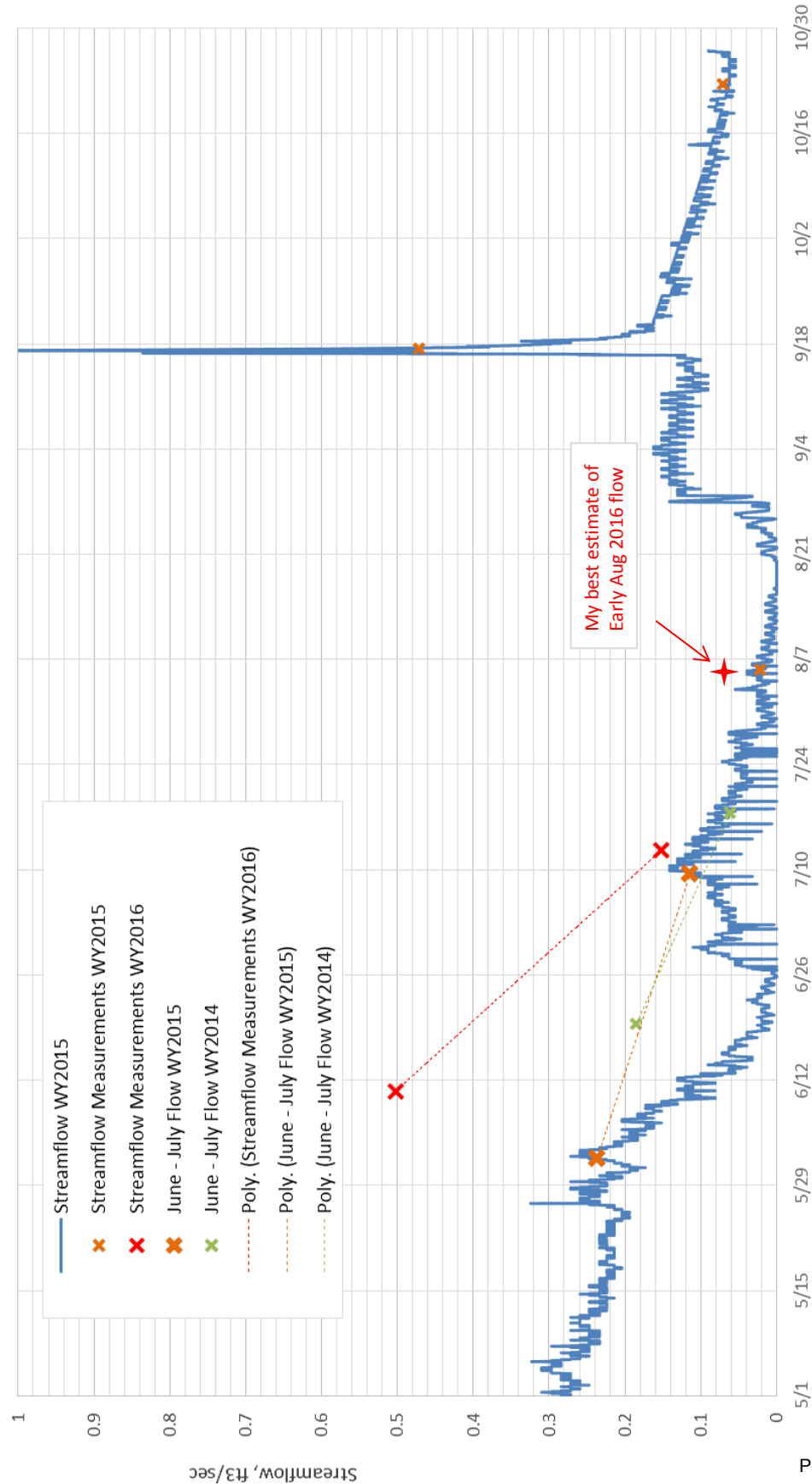
Date	Time	Elaps'd Time	MONTE RIO WELL			DITCH BULL DISCHARGE METER			Temp	Wind	Bar	Humidity	Remarks
			Meter Reading	Gallons	Gal / Day	Meter Reading	Gallons	Gal / Day					
1						7450.000							
2						7450.000							
3						7464.500							
4						7486.600							
5						7466.800							
6						7722.300							
7	12:00	9-3	1,408,600	227,500	113,750	7,839,900	117,600	58,800	39.5	18.3/5.39			
8	9:00	9-4	1,575,100	106,500	106,500	7,892,200	52,300	52,300		18.0/5.60	17.4/4.87	19.9	598
9	11:00	9-10	3,257,000	741,900	123,050	8,260,900	36,870	61,450	42.67	18.0/5.60	17.8/8.07	19.0	825
10	2:45	9-11	2,388,900	305,000	130,800	8,329,700	63,500	63,500	42.4	18.3/5.61	18.3/1.92		
11	4:00	9-12	1,168,100	337,000	110,500	8,486,800	22,300	82,365	21.3	18.2/6.06	18.0/1.00		
12	5:00	9-13	896,000	377,000	94,000	8,535,900	19,100	51,000	21.0				
13	6:00	9-14	812,400	276,000	104,000	8,614,300	15,400	51,000	36.0				
14	7:00	9-15	3,937,400	713,000	109,000	9,055,400	50,100	51,000	35.8				
15	8:15	9-16	4,160,600	323,200	107,130	9,221,400	165,800	55,265	38.37	17.8/5.69	17.7/8.03		
16						9,324,300							
17	12:15	10-5	4,289,100	513,000	102,600	9,530,400	256,100	51,220	35.56				
18	1:00	10-6	4,634,700	446,000	107,000	9,951,800	31,000	51,000	35.0				
19	2:00	10-7	5,014,100	396,000	106,000	10,148,300	19,000	51,000	34.11				
20	3:50	10-18	6,331,200	309,900	103,300	10,304,900	156,600	52,200	36.25				
21	4:00	10-19	6,739,700	199,500	104,825	10,525,900	22,000	55,200	33.3x				
22	4:50	10-20	7,414,100	673,000	111,000	10,888,700	326,800	51,000	36.17				
23	3:15	11-2	7,776,600	322,500	83,125	11,052,700	167,000	41,000	28.4				
24	4:00	11-3	8,114,100	309,000	107,000	11,257,200	173,000	51,000	28.1				
25	11:20	11-10	8,493,500	369,200	73,840	11,427,600	178,400	35,680	24.7				
26	10:15	11-17	9,061,800	567,000	81,000	11,735,000	305,000	43,615	30.6				
27	9:00	11-23	9,545,100	484,600	80,760	11,996,700	261,700	43,620	30.2				
28	1:00	12-1	10,218,100	673,000	84,125	12,325,100	558,400	44,800	31.1				
29	11:30	12-9	10,854,000	635,900	79,487	12,703,900	348,400	43,550		-TANK OFF-			
30													
31													

Chlorine sol: 3% 1 gal of Cl. to 3 gals water
Poly-phosphate K-5 sol: 10% 1 gal of K-5 to 8 gals water

5,253,500 Gallons
16.14 Acre/Feet

Bac sample

(DB02) Dutch Bill Creek at Westminster Woods
Streamflow Comparison, WY2015 data with WY2016 measurements

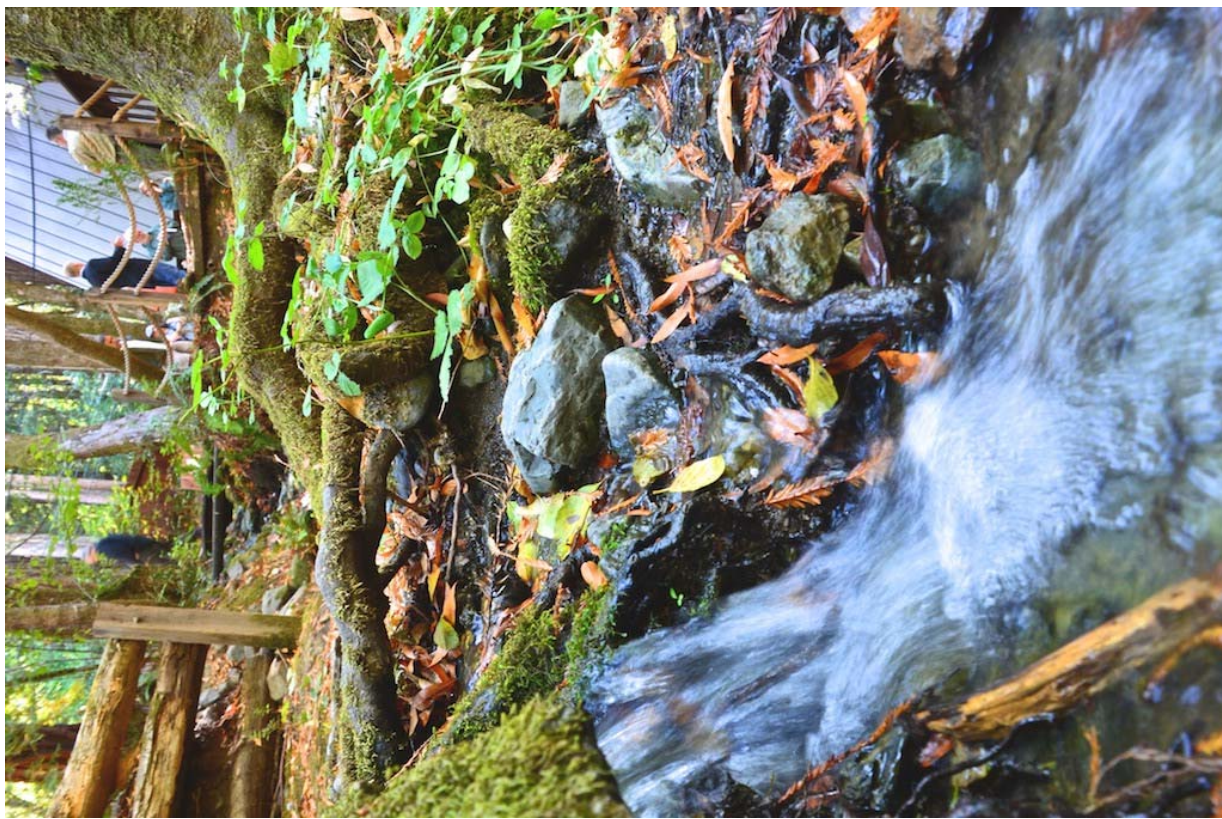


Streamflow Comparison WY2014, WY2015 & WY2016

- WY2016 flow is higher than last two years in June and July
- But according to our two streamflow measurements it may be falling at a higher rate
- Flow in early Aug 2016 predicted to be below 0.1 cfs



2015 Camp Meeker Flow Release— At the release point



2015 Camp Meeker Flow Release—Water flowing into Dutch Bill Creek



Left: Rock lined channel used to transmit release water to Dutch Bill Creek. (August 18, 2015)

Right: Same channel with test release (August 28, 2015)

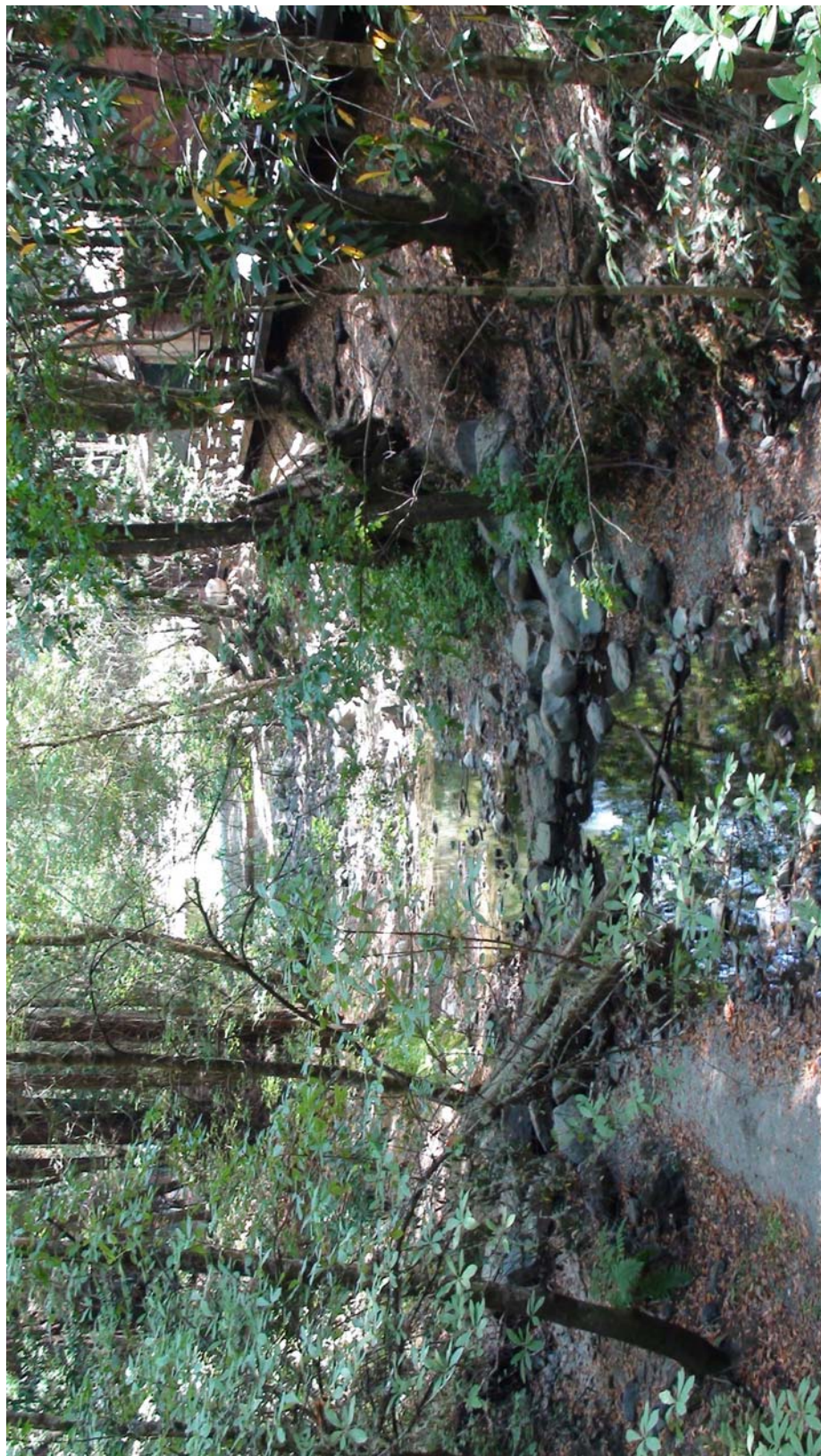
Dutch Bill Creek Before 2015 Flow Release



Dutch Bill Creek After 2015 Flow Release



Point of Flow Input



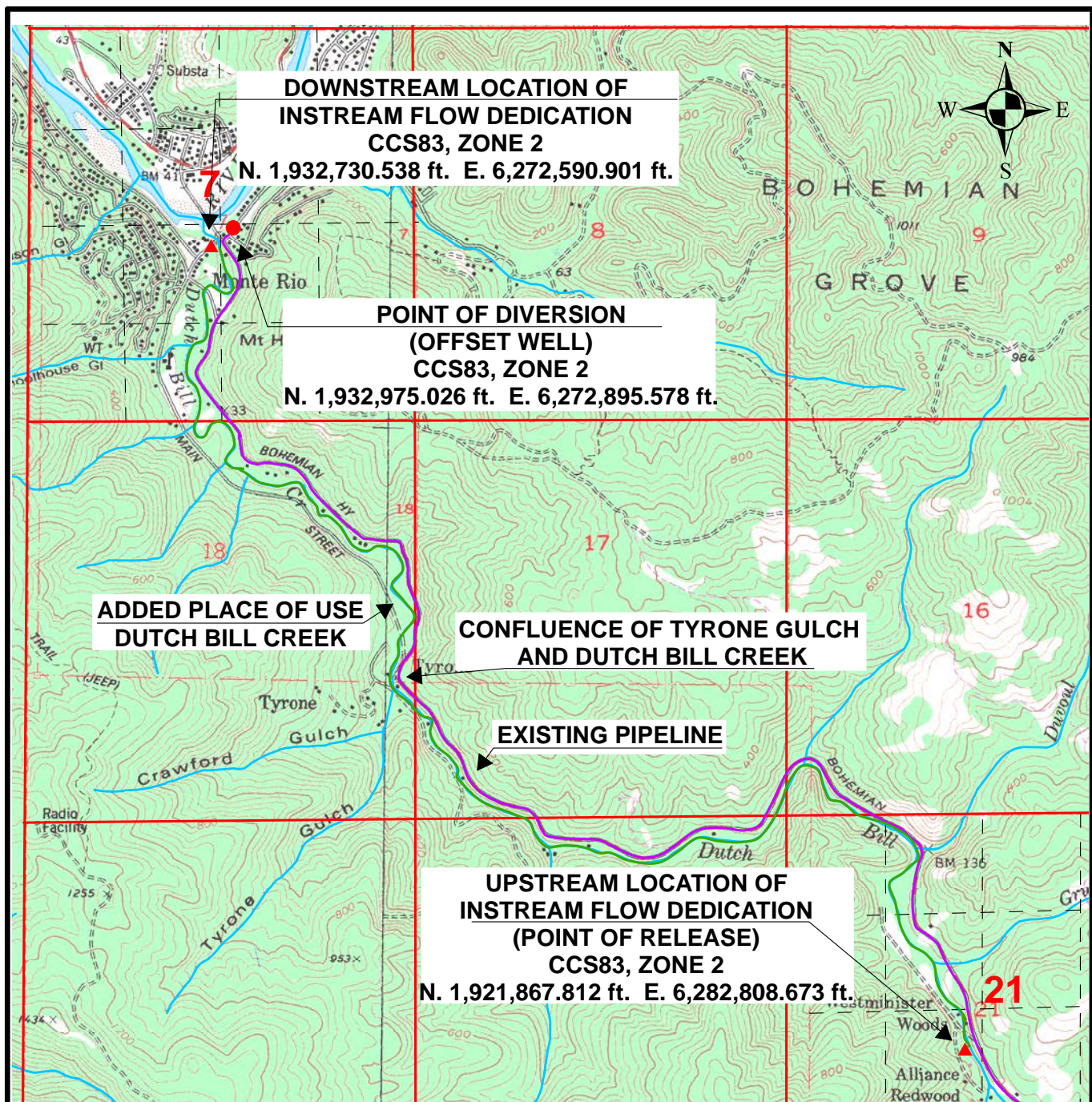
Dutch Bill Creek habitat upstream of flow release location (August 18, 2015)



Dutch Bill Creek habitat downstream of the flow release location
May 12, 2011



Dutch Bill Creek habitat downstream of the flow release location
May 12, 2011



OWNER CAMP MEEKER RECREATION AND PARK DISTRICT

SOURCE (POD 1) RUSSIAN RIVER

POINT OF DIVERSION

WITHIN NW 1/4 OF SE 1/4 OF PROJECTED

SECTION 7, T7N, R10W, MDB&M

COUNTY OF SONOMA

U.S.G.S. QUAD: DUNCAN MILLS DATE: PH. RE. 1981 SCALE: 1:25,000

STATE OF CALIFORNIA
CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY
STATE WATER RESOURCES CONTROL BOARD
DIVISION OF WATER RIGHTS

APPLICATION NO. 31055

PERMIT NO. 21198

URGENCY CHANGE

DATE: 9-2-2015

DRAWN: SHS

CHECKED:

Note: This map does not constitute a public land survey as defined by California Business & Professions Code section 8726. It has been prepared for descriptive purposes only.

CMRPD Water Code Proposed Changes

Section 4.8 Suspension of Connection

A connection shall be considered suspended if:

- a) Permits to reconstruct an existing use destroyed or otherwise rendered not usable by fire, wind, earthquake, landslide or other natural disaster are not applied for within 12 months of the loss, or;
- b) The connection has been locked off for non-payment or unauthorized use for a period of 12 months or more.

When the District finds that a connection has been suspended, the property owner shall be notified by registered mail and given 30 days to either apply for the appropriate permits, and/or pay in full any charges or fines due. Failure to comply will result in the connection being declared suspended, and the property removed from the tax rolls and customer list. Reconnection of a suspended connection shall require an application for new service under the provisions of Section 2.1.

Section 7.11 Conditions for Re-sale of Water

A property owner may take service from one or more meter connections for use of multiple domestic, commercial, or industrial services all within one property under similar ownership (i.e. shopping center, motels, hotels, park, condominium, business park). However, the charges attributed to water use on the rent or lease shall not exceed the then current District rates and charges, plus any reasonable administration charge for billing and collection. Any violation of this section is subject to discontinuance of service, after a hearing and determination by the Board of Directors.

The resale of water as a manufactured product, soft drink, processed water or other liquid product is not subject to this section.

Customers of the District may not provide or resell District water for use outside of the property served by their individual meter connection, even if owned by the same property owner. If the water system operator or any other party discovers evidence that district water is being provided in violation of this section, this evidence shall be provided to the District, and a notice of violation shall be sent by certified mail both the party providing water and the party receiving water. Both the party providing and receiving District water shall be subject to immediate discontinuance of water service, and a fine of up to \$50. for each day that water is provided in violation of this section.

NO FEE

Gov't Code 27383

WHEN RECORDED MAIL TO:

CAMP MEEKER
RECREATION AND PARK DISTRICT
P O BOX 461
CAMP MEEKER, CA 95419



2016019497

Official Records Of Sonoma County
William F. Rousseau
03/09/2016 01:21 PM
GENERAL PUBLIC

CTFDWC 1 Pgs

Fee: \$0.00



LIEN FOR DELINQUENT AND UNPAID CHARGES

NOTICE IS HEREBY GIVEN that Camp Meeker Recreation and Park District, exercising the powers of a county water district under California Public Resources Code section 5786.7(b), with its principal office in the County of Sonoma, State of California, has a lien pursuant to section 31701.7 of the California Water Code and section 3.9 of the Camp Meeker Recreation and Park District Water Code on the real property described below, owned by the Estate of George Wenzlaff, who is/are the person(s) liable for such delinquent and unpaid charges.

\$ 395.46 Delinquent and Unpaid Charges for the period beginning June 2015 and continuing.

\$ _____ Interest

\$ _____ Penalties

\$ 395.46 TOTAL AMOUNT OWING TO DATE

The property against which this amount has been assessed, and which the lien is imposed upon is commonly referred to as: 87 & 89 California, Camp Meeker, CA
APN 075-141-003 & 075-141-004

To secure payment of said amounts, Camp Meeker Recreation and Park District, whose mailing address is P O Box 461, Camp Meeker, California 95419, as the Trustee authorized by the Camp Meeker Recreation and Park District to enforce said lien by private sale of the property in accordance with the Water Code, Civil Code and all applicable provisions of the law of the State of California, as the same may be amended from time to time.

Date: 3/8/16

CAMP MEEKER RECREATION & PARK DISTRICT

By: Catherine J. Anderson
Catherine J. Anderson, Treasurer
Camp Meeker Recreation and Park District



**California Special
Districts Association**

Districts Stronger Together

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2016 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat B.

Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your network in Seat B and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 5, 2016.**

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association

Attn: 2016 Board Elections

1112 I Street, Suite 200

Sacramento, CA 95814

Please contact Charlotte Lowe toll-free at 877.924.CSDA or charlottel@csla.net with any questions.



California Special
Districts Association
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: JOHN CARAPIET

District/Company: SANITARY DISTRICT NO. 5 OF MARIN CO.

Title: BOARD DIRECTOR - SECRETARY

Elected/Appointed/Staff: SDS BOARD OF DIRECTORS

Length of Service with District: SINCE SEPTEMBER, 2013

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

N/A

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

35 YRS w/ S.F. PUBLIC UTILITIES COMMISSION, RET. AS SR. WATER SERVICES INSPECTOR

4. List civic organization involvement:

CIVIL GRAND JURY, MARIN COUNTY

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.**



California Special
Districts Association
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Ryan Clausnitzer

District/Company: Alameda County Mosquito Abatement District

Title: District Manager

Elected/Appointed/Staff: 14 - Trustees ; 16 - Full time staff ; 6 - part-time

Length of Service with District: 9 months as District Manager, 2 years as Trustee

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Completed all 4 Modules of CSDA SOLA ; completed Board Secretary/Clerk Program ; Supervisory Skills for the public Sector ; Attending Gov. Mgr. Leadership Summit

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Coastal Representative to Mosquito Vector Control Association of California's Regulatory Committee, CSDA Representative ICA Conf. of Directors of Environmental Health

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Candidate to Bay Area Restoration Authority Advisory Committee, Hayward Area Shoreline Planning Agency

4. List civic organization involvement:

Returned Peace Corps Volunteer ; Big Brother / Big Sister of the Bay Area Sponsor ; former leader of Habitat for Humanity

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.**

RECEIVED

March 14, 2016

MAY 18 2016

Ms. Charlotte Lowe
CSDA
1112 I Street, Suite 200
Sacramento, CA 95814

CSDA


Re: CSDA Board of Directors Bay Area Network Seat B

I am applying as a CSDA board member representing the Bay Area. I should be considered seriously as a candidate from my public sector experience, education, training, leadership, volunteerism, the District's record, and dependable work ethic.

Coming from city, county, and national governments to working in special districts as staff, a board member, the board president, and now general manager provides a unique and valuable perspective. Also, there are no board members representing mosquito and vector control agencies. Leading an agency of our size requires the general manager to become the agency's fiscal, human resource, board procedures, and operational expert. I am able to effectively complete these tasks because of the CSDA. As a Trustee, I completed the Special District Leadership Academy. As a general manager, I attended the Board Secretary/Clerk training (as I also act as the Board Secretary). I will be soon applying for the Certificate of Transparency; a recognition that I am proud of and not easy to achieve.

Thank you for considering me as a Board member. I would be honored to have the opportunity to enjoy and excel in this position.

Sincerely,



Ryan Clausnitzer
General Manager
Alameda County Mosquito Abatement District
23187 Connecticut Street
Hayward, CA 94545
5410-783-7744
ryan@mosquitoes.org

Encl: Nomination form, candidate information sheet, nomination from board reflected in agenda and minutes

CSDA BOARD OF DIRECTORS 2016 ELECTION



**BAY AREA
NETWORK**

SEAT B

term ends 2019

Please vote for only one.



John Carapiet

Sanitary District #5 of Marin County



Ryan Clausnitzer

Alameda County Mosquito Abatement District

All fields must be completed for ballot to be counted.

** incumbent running for re-election*

SIGNATURE:

DATE:

Page 54 of 81

MEMBER DISTRICT:

Must be received by **5pm, August 5, 2016**. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814

SONOMA LOCAL AGENCY FORMATION COMMISSION

575 ADMINISTRATION DRIVE, ROOM 104A, SANTA ROSA, CA 95403
(707) 565-2577 FAX (707) 565-3778
www.sonomalafco.org

Date: May 23, 2016
To: All Independent Special Districts
Subject: Election of Special District Representative Class II

Attached please find the materials associated with an election to fill the position of Special District Representative Class II Regular Member to Sonoma LAFCO for the remainder of the term ending May 2018. As a result of an earlier notification by Sonoma LAFCO to special districts, five nominations were submitted by the May 20, 2016, deadline. Nominations for this position were restricted to board members of ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater, and water districts.

All independent special districts have the right to vote in the election.

The election process requires that Sonoma LAFCO send to each district copies of all applications received by the established deadline, a ballot and certification form, and voting instructions. In addition to these documents, I have included a stamped envelope for you to use to return the certified ballot.

All ballots should be returned to the LAFCO office by July 29, 2016. Ballots received by the deadline will be counted and the results announced within seven days.

Please note that ballots representing a majority of the districts must be received by the deadline date for the election to be considered valid. In the event a majority of districts have not cast ballots by the deadline, Sonoma LAFCO will extend the deadline date by 60 days to allow those districts that have not returned a ballot to do so.

On behalf of the Commission, I urge your district to participate in this election for special district representation to Sonoma LAFCO and to return the ballot by the July 29 deadline.

If you have any questions or need additional information, please contact me at 565-2587.

Sincerely,



Cynthia Olson
Clerk to the Commission

RECEIVED
MAY 25 2016
Page 55 of 81

BY:

SONOMA LOCAL AGENCY FORMATION COMMISSION

BALLOT

Special District Representative Class II Term of Office Ending May 2018

1. Vote for only one candidate for Special District Representative.
2. The presiding officer or his/her designated alternate, acting on behalf of the district, must cast the district's vote by marking the space to the right of a candidate's name and then complete, sign, and date the certification.
3. Place the marked ballot sheet and certification into the envelope provided and mail to Sonoma LAFCO, 575 Administration Drive, Room 104A, Santa Rosa, CA 95403. Ballot sheet and certification may be emailed to Cynthia.Olson@sonoma-county.org, to meet deadline requirements. However, originals must be mailed to the LAFCO office as soon as possible thereafter.
5. **Submit ballot and certification by Friday, July 29, 2016**

VOTE

Steven Bandettini, Forestville Water District

Dennis Colthurst, Palm Drive Health Care District

Tamara Davis, Marin Sonoma Mosquito & Vector Control

Rich Holmer, Sweet Water Springs Water District

Rodney Moore, Bodega Bay Public Utility District

CERTIFICATION

I certify, under penalty of perjury, that I, _____
(Print Name of Presiding Officer or Alternate)

I am the Presiding Officer of _____,
(Print Name of Special District)

or his/her designated alternate, and I am authorized by my district to cast the district's vote for Special District Representative to the Local Agency Formation Commission in this election.

(Date)

(Signature)

SONOMA LOCAL AGENCY FORMATION COMMISSION

575 ADMINISTRATION DRIVE, ROOM 104A, SANTA ROSA, CA 95403
(707) 565-2577 FAX (707) 565-3778
www.sonomalafco.org

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SONOMA LAFCO
LOCAL AGENCY
FORMATION COMMISSION

APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE (CLASS II)

This application has been designed to provide pertinent information about each candidate applying for the position of Class II Special District Representative to LAFCO. Class II districts include ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater, and water districts.

Please read the application carefully and type your responses or print in ink.

Date Submitted: May 17, 2016

Name: Steven Bandettini

Address: 7350 Hidden Lake Road, Forestville, CA 95436

Phone(s): Home: 707-887-2109, Cell: 707-477-4087

Email: bandets@sonic.net

Name of District You Represent: Forestville Water District

Date of Most Current Election/Appointment: December 2013

Date Term Expires: December 2017

Total years with District: 7 Years on Board of Directors. 40 years living in District.

Total Years Associated with Government/ Community Service: 30 Years

List any other agencies/special Districts you have been or are currently involved with:

List Community Service Activities including Names of Organizations and Dates of Service:

Sonoma County Water Agency 1964 - 1969

SONOMA LOCAL AGENCY FORMATION COMMISSION

Have you attended LAFCO meetings? If yes, when?

I have not attended LAFCO meetings, but I have interacted with LAFCO during my tenure at the Forestville Water District.

Please explain why you want to serve on the Sonoma Local Agency Formation Commission (LAFCO).

I am a success based individual. I want to go through life and make a difference. I have made a difference in my professional life as a Program Manager producing satellite telescopes for NASA, being a pioneer in coatings for the telecommunications industry, and producing gas lasers. I contributed in my military career as a Medical Corpsman during the Viet Nam era.

I have recently "made a difference" as a board member and chairman of the board of the Forestville Water District.

I believe I can continue to contribute to my community as a member of Sonoma LAFCO. I believe that my fair work ethic and fact based decision making will allow me to "make a difference" as a member of Sonoma LAFCO.

From your perspective, explain the purpose of LAFCO:

"Local agency formation commissions (LAFCOs) have numerous powers under the Act, but those of primary concern are the power to act on local agency boundary changes and to adopt spheres of influence for local agencies. Among the purposes of LAFCOs are the discouragement of urban sprawl and the encouragement of the orderly formation and development of local agencies."

The statement above, from the introduction in the Cortese – Knox – Hertzberg Local Government Reorganization Act says it all. As a lifelong resident of Sonoma County (over 60 years) I have long recognized the need and effectiveness of LAFCO in Sonoma County. Sonoma LAFCO has the critical role of establishing, amending and updating Spheres of Influence of all Cities and Special Districts within its jurisdiction, as well as insuring that all boundary and service changes are consistent with the Sphere of Influence of all affected agencies.

863

Steven P. Bandettini

7350 Hidden Lake Road, Forestville, CA 95436 • (707) 477-4087 • (707) 887-2109 • bandets@sonic.net

Summary of Qualifications

Highly Skilled and capable project manager with ability to motivate cross functional teams in demanding environments to meet deadlines and achieve quality results

Experienced project manager, quality assurance manager, engineering manager, NPI Manager, Business Unit Manager

Experience working in production and new product design environments

Efforts characterized by delivering a quality product, on time, at a fair price, and resulting in customer repeat orders. Relentless in efforts to achieve total customer satisfaction

Experienced in all aspects of CRM/ERP; contracts, sales, logistics and order coordination from entry of purchase order to shipment to customer

Selected Accomplishments

Successful Quality Manager responsible for overseeing all aspects of the Quality Management System; ISO9001 certification, internal audits, management reviews, customer satisfaction, corrective and preventive actions

Ensured the effective execution and management of new product releases from development through production

Experienced Quality Manager focusing on continuous process improvements, implemented lean and 6σ methodologies to eliminate waste, increase efficiency and reduce costs.

Successfully relocated factories and transferred processes and equipment to locations in ASIA and various US locations

Pioneered production of telecommunications coatings by collaborating with clients, contractors and government agencies to meet or exceed design, quality, timeline, and budget expectations

Professional Experience

GD-OTS Healdsburg Operations

2014-2016 (Present)

ISO Quality Management/Sr. Quality Engineer

- Quality Management Representative responsible for overseeing effectiveness of the Quality Management System including; ISO9001 certification/registration, internal auditing, corrective and preventive actions, customer satisfaction, FOD/FOE, customer presentations
- Responsibility for providing quality engineering support to various Government programs
- Lean activity Kaizen leader streamlined and standardized Receiving Inspection activities.

Optical Coating Laboratory Inc./JDSU Uniphase

1979 - 2013

Product Line Manager/NPI Manager/Senior Program Manager

- Sole responsibility for development, process, production and marketing functions of several Commercial OEM Display, FLIR, and Government technical camera telescope and satellite programs.
- Responsible for the NPI of laser products within the Commercial Lasers Group.
- Managed product development teams in vertical launch of bio medical laser systems to rigorous PDP standards.
- Managed the design, development, product and PDP process launch for Ultra Low Anti-Reflection coatings for use in air matched Telecommunications couplers, splitters and DWDM devices

SP4

- Responsible for the rigorous Product and Process change control, process and equipment configuration management for Bio Medical lasers to medical qualification standards.

Quality Manager/ OEM Development Programs

- Managed the Quality roadmap for the development, product and process launch for several programs in the Consumer and OEM Display markets
- Implemented lean strategies and 6σ methodologies in the early design of development programs.
- Managed telecommunications Configuration Management and change control system and chaired change control board.

Manufacturing Manager/Business Unit Manager

- Managed the activities of two groups (50 people) serving the government products market.
- Responsible for production, P&L, customer interactions and marketing of solar cell cover and large optic government programs.
- Experienced with government contract negotiations and financial reporting requirements.

Program Manager and Development Engineer

- Responsible Engineer for coating spacecraft cameras for Voyager, Viking, Mariner and Galileo programs.
- Initial product and customer development for the telecommunication industries' first fiber optic wavelength division multiplexing filters.

Education

University of California, Berkeley, California
Bachelor of Science,
Major: Production Management, Finance
Minor: Mechanical Engineering

Various Training and Certifications

Lean Manufacturing
ISO9001
Lead Assessor Training, Internal Auditing AS9100
Design for Manufacturing DFX
Concurrent Engineering
Earned Value Management
Negotiating to Win
Lean Manufacturing

Patents and Publications

US Patent 5,808,714: *Low Reflection Shadow Mask*

PCT International Application: *Coated Flexible Glass Films for Visual Display Units*

US Patent 5,959,762: *Variably Adjustable Contrast Enhancement Electrochromic Panel Adapted For Curved Display Screens and Methods Of Making And Using Same*

Optical Filters for Wavelength Division Multiplexing, Technical Paper Presented At Optical Filter Conference (OFC' 83)

E-MAILED to Carole Cooper /
 DATE/TIME: 5/18/16 @ 9:36 am
 CC: _____ Page 6 of 81 L-AFCO

Q SB5

SONOMA LOCAL AGENCY FORMATION COMMISSION

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SONOMA LAFCO
LOCAL AGENCY
FORMATION COMMISSION

APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE

This application has been designed to provide pertinent information about each candidate applying for the position of Class II Special District Representative to LAFCO. Class II districts include ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater, and water districts.

Please read the application carefully and type your responses or print in ink.

Date Submitted: May 2, 2016

Name: Dennis Colthurst

Address: Box 600, Sebastopol, CA 95473

Phone(s): (707) 217-6195

Email: stsav8r@yahoo.com

Name of District You Represent: Palm Drive Health Care District

Date of Most Current Election/Appointment: December 8, 2014

Date Term Expires: December 2018

Total years with District: 1.3

Total Years Associated with Government/ Community Service: 40+

List any other agencies/special Districts you have been or are currently involved with:

Sonoma West Medical Foundation

List Community Service Activities including Names of Organizations and Dates of Service:

01/09 to Present - Sonoma West Medical Foundation Board of Directors

12/14 to Present - Palm Drive Health Care District Board - currently serving as Treasurer

Have you attended LAFCO meetings? If yes, when?

Yes in 2015

Dr. 1/5

SONOMA LOCAL AGENCY FORMATION COMMISSION

Please explain why you want to serve on the Sonoma Local Agency Formation Commission (LAFCO).

I have a dedicated interest in public safety and health matters.

As a police officer for over 40 years, I have dedicated my life to protecting and improving the lives of Sonoma County citizens.

I became involved with the work LAFCO does because our district is involved in a detachment process with Russian River citizens. This has led to me following the important work LAFCO provides to Sonoma County by and between the various jurisdictions.

I am dedicated to making the Palm Drive Health Care District a success within our diverse community and would like to help other Districts and cities do the same.

I realize there would be conflicts related to the Palm Drive Health Care District and may have to recuse myself from discussion or voting related to this District's issues before LAFCO. This would be true for any prospective Board member. I believe I can provide an in-depth perspective of the challenges unique to special districts in general and health care districts in particular.

From your perspective, explain the purpose of LAFCO:

LAFCO exists to evaluate and determine physical boundries for special districts and cities. They regularly conduct municipal service reviews for cities but may provide this for special districts when necessary.

LAFCO is responsible settling conflicts related to boundaries and determining the sphere of influence for all jurisdictions.

LAFCO analyzes issues related districts merging and detachment issues.

In the final analysis, LAFCO adjudicates all decisions relative to the boundaries of all jurisdictions county wide.

Also, LAFCO has a mission to protect and preserve agricultural lands and open spaces which resonates with the value system of West County citizens.

Dennis E. Colthurst
7043 Fellers Lane
Sebastopol, CA 95472
PH: (707) 217-6195

Curriculum Vitae (Short)

Education

San Francisco State University	1976-1978	Chemistry
Modesto Junior College	1975	Police Academy
Santa Rosa Junior College	1979-2013	Adv. Officer Training
Dr. William Eckert, Wichita, KS	1981-1986	Forensic Inv. Fellowship

Work Experience

Sebastopol, Ca Police Department	1979-2013	Police Officer/Investigator
<ul style="list-style-type: none">- General Patrol Operation, Criminal and Forensic Investigation. Additional specialties- Consisting of kinesic interviews, Conflict resolution and School Resource Officer		
Mill Valley Police Department	1972-1978	Police Officer
<ul style="list-style-type: none">- General Patrol Operation, Death Investigation. Specialized training- Focusing on crisis intervention and conflict resolution		

Community Service

Sebastopol Chamber of Commerce	1987-1991	Board of Directors
Sonoma County SIDS Foundation	1992-1994	Board of Directors
Sonoma West Medical Center Gov. Body	2014-	Board of Directors
Sonoma West Medical Foundation	2009-	Board of Directors
Palm Drive Health Care District	2014-	Board of Directors
Community Health Matters – KWOS Radio	2016-	Radio Program

Recognition

Sebastopol Police Officer of the Year

1989

Recognized for Designing, installing and maintaining the departments first computer-aided dispatch and reporting system. Administered the program for 14 years.

Sebastopol Police Employee of the Year

2007

Recognized for child abuse investigation of a family of eight children. As a result of the investigation the children were removed from the home and eventually placed in new families. All had been seriously neglected.

Red Cross Hero Award

2007

Recognized for the above investigation by the American Red Cross

Sonoma County Board of Supervisors Gold Resolution

2012

Recognized for Thanksgiving 2011 intervention that prevented the shooting death of the suspect's ex-girlfriend.

Sonoma County Police Officer of the Year

2012

Recognized for the above intervention



PALM DRIVE HEALTH CARE
DISTRICT

612 Petaluma Avenue, Sebastopol, CA 95472

P:707.823.3586
F:707.823.3728

palmdrivehealthcaredistrict.org

5/10/16

Sonoma Local Agency Formation Commission
575 Administration Drive, Room 104A
Santa Rosa, CA 95403

Mr. Mark Bramfit
Executive Director,

I wanted to thank the Commission for this opportunity to apply as a Board member to LAFCO.

My life has been a dedication to service and I would like to further that now by participating on the LAFCO Board.

Due to my experience on the Palm Drive Health Care District Board, I have a keen interest in special districts and the concerns/issues they have to deal with regarding their operations.

I also live in the West County and can bring the perspective of the citizens here to the deliberations of the Board.

I hope that you will consider my application and look forward to the possibility of working with you.

Dennis Colthurst
Palm Drive Health Care District Board
Board Treasurer

SONOMA LOCAL AGENCY FORMATION COMMISSION

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LOCAL AGENCY
FORMATION COMMISSION

APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE (CLASS II)

This application has been designed to provide pertinent information about each candidate applying for the position of Class II Special District Representative to LAFCO. Class II districts include ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater, and water districts.

Please read the application carefully and type your responses or print in ink.

Date Submitted: May 12, 2016

Name: Tamara Davis

Address: 903 Hacienda Circle, Rohnert Park, CA 94928

Phone(s): 707-585-6153

Email: PhineasChapmanRP@gmail.com

Name of District You Represent: Marin/Sonoma Mosquito & Vector Control District

Date of Most Current Election/Appointment: January 2015

Date Term Expires: December 31, 2018

Total years with District: 15 years

Total Years Associated with Government/ Community Service: 35 years (wide variety of community agencies and city government)

List any other agencies/special Districts you have been or are currently involved with:

Please refer to attached resume

List Community Service Activities including Names of Organizations and Dates of Service:

Please refer to attached resume

SONOMA LOCAL AGENCY FORMATION COMMISSION

Have you attended LAFCO meetings? If yes, when?

Several times in the past, I don't remember the exact years. I do follow the issues and meetings through the website and reports.

Please explain why you want to serve on the Sonoma Local Agency Formation Commission (LAFCO). The diversity of my past and present experience will give me some unique abilities to add to the LAFCO's processes. I have long been interested in the impact that LAFCO has on our local communities and would like to be part of the process. I am not only involved with MSMVCD, but with statewide organizations that work with this type of special district. This has informed me on the challenges that special districts face and I can bring that experience to the Commission.

I hope to have the opportunity to serve on the LAFCO Commission.

From your perspective, explain the purpose of LAFCO:

LAFCO was formed to facilitate formation of local government agencies, to provide a forum for public input on suggested changes, and encourage the effective delivery of public services. There is also the goal to preserve agricultural land and open space areas. The commission will also encourage orderly growth and discourage urban sprawl.

TAMARA DAVIS

903 Hacienda Circle - Rohnert Park, CA 94928
(707) 585-6153 - phineaschapmanrp@gmail.com

OBJECTIVE

LAFCO Special District Representative Position (Class II).

PUBLIC SERVICE HIGHLIGHTS

- ☒ Trustee - Marin/Sonoma Mosquito and Vector Control District (Member of Executive Committee) representing County of Sonoma since 2002.
- ☒ President of Mosquito and Vector Control Association of California (MVCAC) Trustee Council.
- ☒ First Vice-President of the Vector Control Joint Powers Agency (VCJPA) - Board of Directors.

PROFESSIONAL EXPERIENCE

STATE FARM INSURANCE - 34 Years of Service - Retired in 2004

Held various progressively responsible positions:

- Public Affairs Manager (focus on legislative, public policy issues, education, community outreach and media relations)
- Fire Claims Superintendent (focus on home and business claims and claims involving litigation and also managed a litigation unit)
- Reinspector/Trainer (focus on reinspecting handled claims and assisting in training new claim representatives)
- Claim Representative (handled home and business claims and a variety of disasters - hail storms in New Mexico, Colorado and Wyoming)
- Life Company - cash control clerk, administrative assistant
- Auto Underwriting - assistant auto underwriter

PRIOR COMMUNITY INVOLVEMENT

- Goodwill Industries of the Redwood Empire - Board of Directors
- Mosquito Research Foundation - Board of Directors
- Mayor and Council Member - City of Cotati
- Corporate Council - State Conference of NAACP
- Santa Rosa Chamber of Commerce - Government Review Committee
- Alliance of North Bay Chambers of Commerce - Board of Directors
- Rohnert Park Chamber of Commerce
- Cotati Chamber of Commerce
- Sonoma State University - Ambassador for Higher Education
- Sonoma County Business Education Round Table - past president of Board of Directors
- Insurance Information Network of California - Past President of Board of Directors - member of IINC Communications Committee

- Personal Insurance Federation of California - communications and legislation committee member
- Professional Business Women of California - past Board of Directors member, Advisory Committee member
- Recipient of the 2001 Women and Industry award for Insurance and the 2001 Women and Industry Award for Community Involvement
- Leadership California - graduate
- The Association for Women in Communications - member
- Redwood Municipal Insurance Fund - Board of Directors
- Governor's School to Career Advisory Council - appointed by Governor Pete Wilson
- Sonoma County School to Career Partnership - past president and founding board member

EDUCATION

BACHELOR OF ARTS (B.A.) Sonoma State University

ASSOCIATE OF ARTS (A.A) Santa Rosa Junior College

FELLOW OF THE LIFE OFFICE MANAGEMENT ASSOCIATION (LOMA)



595 Helman Lane
Cotati, CA 94931
1.800.231.3236 or 707.285.2200
707.285.2210 fax
www.msamosquito.com

Philip D. Smith
District Manager

BOARD OF TRUSTEES

Lee Braun, President
Belvedere

Shaun McCaffery, Vice President
Healdsburg

Herb Rowland Jr., Secretary
Novato

Laurie Gallian, Treasurer
Sonoma

Yvonne Van Dyke
Cotati

Tamara Davis
Sonoma County At Large

Richard Stabler
Sonoma County At Large

Martin Castro
Windsor

Arthur Deicke
Santa Rosa

Una Glass
Sebastopol

Paul Libeu
Rohnert Park

Steve Ayala
Petaluma

Paul Sagues
Ross

Terry Pebbles
Marin County At Large

Ed Schulze
Marin County At Large

Nancy Barnard
Corte Madera

Laura Fennema
Tiburon

Sandra Ross
Mill Valley

Frank Egger
Fairfax

Pamela Harlem
San Rafael

May 12, 2016

Sonoma Local Agency Formation Commission
575 Administration Drive, Room 104 A
Santa Rosa, CA 95403

Re: Candidacy of Tamara Davis for Commission Vacancy

Dear LAFCO Staff

The Board of Trustees of the Marin/Sonoma Mosquito & Vector Control District is pleased to send this letter of recommendation to support Tamara Davis' application to become a representative of Class II Districts on your Commission.

Ms. Davis has been a valued member of the MSMVCD Board of Trustees since January 2002, representing Sonoma County at-large. She has served as a Board Officer and presently sits on our Executive Committee. Trustee Davis has considerable political experience having served as the Mayor and councilmember for the City of Cotati. Additionally she is actively serving the County's Elections Department as a (fill in here). Ms. Davis also performs non-profit volunteer work with Goodwill Industries of the Redwood Empire.

We feel that Ms. Davis' experience and sound judgment would be an excellent addition to your Commission. Please contact me if I can supply any further information.

Sincerely,

Lee Braun
Board President

SONOMA LOCAL AGENCY FORMATION COMMISSION

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SONOMA LAFCO
LOCAL AGENCY
FORMATION COMMISSION

APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE (CLASS II)

This application has been designed to provide pertinent information about each candidate applying for the position of Class II Special District Representative to LAFCO. Class II districts include ambulance, cemetery, health and hospital, pest control, recreation and parks, resource conservation, wastewater, and water districts.

Please read the application carefully and type your responses or print in ink.

Date Submitted: March 9, 2016

Name: Richard L Holmer

Address: 21866 East St., PO Box 22, Villa Grande, CA 95486

Phone(s): 707-865-2998, cell: 707-327-8660

Email: richandwanda@sbcglobal.net

Name of District You Represent: Sweetwater Springs Water District

Date of Most Current Election/Appointment: June, 2011

Date Term Expires: December, 2018

Total years with District: Five

Total Years Associated with Government/ Community Service: 39 years

List any other agencies/special Districts you have been or are currently involved with:

Friends of Villa Grande, a 501c3 corporation formed for the benefit of the community of Villa Grande,
Creekside Wastewater Authority, a joint powers agreement for operation of an onsite wastewater disposal
system for Monte Rio Fire Protection District and Monte Rio Recreation and Park District

List Community Service Activities including Names of Organizations and Dates of Service:

Friends of Villa Grande, 2005 to present; Board member 2005, 2006 and 2016, President 2007 to 2015

California Onsite Wastewater Association, 2003 and 2004, member of Board of Directors

Sonoma County Administrative Management Council, Board of Directors member, 1996 to 2004

Russian River Historical Society, Board of Directors member and President, 1998 and 1999

Kenwood Community Club, Board member, 1974-78

SONOMA LOCAL AGENCY FORMATION COMMISSION

Have you attended LAFCO meetings? If yes, when?

I have not yet attended a meeting. I have reviewed the agendas and minutes online.

Please explain why you want to serve on the Sonoma Local Agency Formation Commission (LAFCO).

I feel that I can bring experience and knowledge to the Commission that would be beneficial to the County, the cities and to the agencies involved with the commission.

During my professional career with the County of Sonoma, I worked closely with the Sonoma County Planning Department as a representative of the Department of Public Health. My position at the Health Department was Land Use Specialist and then Supervising Environmental Health Specialist. As Land Use Specialist, I reviewed land developments primarily with respect to water supply and sewage disposal impacts. I served on the County Engineering Advisory Committee, Environmental Review Committee and Project Review and Advisory Committee. When I moved to my management position at the Permit and Resource Management Department, I worked closely with planning staff members. My direct area of management responsibility at PRMD was oversight of all personnel who worked with the public in field operations of the Department. This included the Well and Septic Section, Building Inspection Section and the Building Plan Check Section and included approximately 50 staff members.

I feel that my work experience gives me a unique perspective on growth and development in the County as well as a great depth of understanding of the need for provision of effective governmental services to the citizens of the County. I desire to continue to serve the people of Sonoma County by helping to insure that the goals and objectives of LAFCO are met.

SONOMA LOCAL AGENCY FORMATION COMMISSION

From your perspective, explain the purpose of LAFCO:

LAFCO has a variety of closely related purposes including:

- oversight of special districts and cities.
- review of revisions to boundaries and reorganizations of cities and governmental service districts.
- establishment of spheres of influence.
- protection of agricultural lands and open space from urban sprawl and
- analysis of the effectiveness of governmental agencies through municipal service reviews.

The statewide LAFCOs were established in response to a proliferation of governmental service agencies which had overlapping and conflicting areas of responsibility. The LAFCOs allowed for the orderly implementation and oversight of the provision of governmental services in the State in a well planned manner. The LAFCOs also provided an ability to insure that governmental services are provided in an efficient manner. The ability to determine the probable physical boundaries of governmental entities through establishment of spheres of influence allows for comprehensive planning for provision of governmental services.

Sonoma County is facing a time of increasing need for housing and rapidly rising property values. In particular, the needs of low income and middle income people need to be met. The growth of urban portions of the Bay Area have affected Sonoma County and will most likely contribute to population pressure in this County. It can be expected that these trends will continue to put pressure on the ability of governmental entities in the County to provide adequate public services and sustainable infrastructure to support the population. The Sonoma County LAFCO is in a position to provide guidance to governments to insure that governmental services are provided in a manner that does not jeopardize open space, agriculture, water supply and sewage disposal capabilities while still providing for the housing, recreational and employment needs of our citizens.

Richard L Holmer, Resume

Objective

I am applying to serve on the Board of Directors of the Local Agency Formation Commission.

Education

1964 to 1968, San Jose State University, San Jose, CA
Bachelor of Arts degree in Environmental Health Sciences

1968 to 1969, University of California, Berkeley, CA
Post graduate work in the field of Environmental Health Sciences

Work experience

1969 to 1972, County of Santa Clara, Department of Public Health: Environmental Health Specialist

1972 to 1995, County of Sonoma, Department of Health Services: Environmental Health Specialist, Land Use Specialist, Supervising Environmental Health Specialist

1995 to 2004, County of Sonoma, Permit and Resource Management Department: Operations Division Manager

2004 to present, retired

Summary of qualifications

I have extensive experience in governmental oversight of land development in Sonoma County during my tenure at the Sonoma County Department of Health Services and the Sonoma County Permit and Resource Management Department. These duties included review of projects, review of environmental impacts of projects and direct participation as a member of staff level review panels. Additionally, I gave staff input to the Planning Commission, Board of Zoning Adjustments and the Board of Supervisors. These activities provide a solid background of experience to serve effectively as a member of LAFCO.

During my ten years as a manger at the Permit and Resource Management Department, I gained considerable experience in interacting with staff members, the public and elected bodies. I feel that I have good communication skills and the ability to make effective and well thought out decisions.

In my elected position as a Board member of the Sweetwater Springs Water District (including one year as Board chair), I have gained valuable knowledge regarding the operation of a special district, the problems faced by special districts and financing issues of special districts.

Community activities

Sweetwater Springs Water District, Board member and chair, 2011 to present

Friends of Villa Grande, Board member and President, 2005 to present

Creekside Wastewater Authority, Board member, 2015 to present

California Onsite Wastewater Association, Board member, 2003-04

Sonoma County Administrative Management Council, Board member, 1996 to 2004

Russian River Historical Society, Board member, 1998-99

Sweetwater
Springs

WATER
DISTRICT



STEPHEN F. MACK, *General Manager*

May 6, 2016

Cynthia Olson, Clerk
Sonoma Local Agency Formation Commission
575 Administration Drive, Room 104A
Santa Rosa, CA 95403

RE: Nomination of Richard Holmer for Special District Representative
Position on LAFCO

Dear Ms Olson:

It is my pleasure to inform you that Richard Holmer, member of the Board of Directors of Sweetwater Springs Water District, was nominated by the Board of Directors of Sweetwater Springs Water District at its meeting on May 5, 2016, for the vacancy of the position representing Class II independent special districts for the term ending in May 2018.

Thank you for your attention,

Sincerely,

A handwritten signature in cursive script, reading "Tim A. Lipinski".

Tim Lipinski, President of the Board
Sweetwater Springs Water District

SONOMA LOCAL AGENCY FORMATION COMMISSION

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MAY 20 2016

BOARD OF SUPERVISORS
OF SONOMA

APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE (CLASS II)

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Please read the application carefully and type your responses or print in ink.

Date Submitted: 19 May 16

Name: Rodney R Moore

Address: 2038 Dubloon Ct. (No US Mail) PO Box 492 Bodega Bay CA, 94923-0492

Phone(s): Hm - 707-875-2267, Cell - 707-570-9563

Email: bbayrod@gmail.com

Name of District You Represent: Bodega Bay Public Utility District

Date of Most Current Election/Appointment: 7 Dec, 15

Date Term Expires: Dec. 2019

Total years with District: 9 years

Total Years Associated with Government/ Community Service: 9 years

List any other agencies/special Districts you have been or are currently involved with:

List Community Service Activities including Names of Organizations and Dates of Service:

Fishermans Festival, Bodega Bay 2003/ 2016

Bodega Bay Grange, Chapter #777, Since 2003, Major activity - Cioppino Feed

Bodega Harbour Home Owners Association, Design Review Committee, Snc - 2006

Bodega Bay CERT, Since Formation; Sonoma Cnty ACS, since 2013

SONOMA LOCAL AGENCY FORMATION COMMISSION

Have you attended LAFCO meetings? If yes, when?

No

Please explain why you want to serve on the Sonoma Local Agency Formation Commission (LAFCO).

There are a number of new State laws concerning water districts developing out of the recent drought that could affect Bodega Bay PUD and the surrounding communities including Salmon Creek, Serena Del Mar and Bodega and effect the quality of services the District provides to the existing customers. Also their our a number of issues concerning the Bodega Bay Fire District which need to be addressed concerning tax revenue sharing and services provided to the tourist population. Another area of interest to the community is the County Parks in Bodega Bay and the operation of the Spud Point Marina and the recent assumed responsibilities for the Mason's Marina Facility and in it's expansion to better serve the commercial fisheries.

From your perspective, explain the purpose of LAFCO:

To oversee the efficient government of thoses services provided by Sonoma County Goverment to the citizens of Bodega Bay and the surrounding communities with the least limitation of government on private enterprise, yet enhancing the life style of the area residents and improving the tourist industries quality of services and returning maximum revenue to our private enterprise and commercial fishing industry

Special District Representative Candidate

Rodney R. Moore

Representing: Bodega Bay Public Utility District

Education:

High School: Lodi Union High 1957, Lodi, Calif.

University: California Polytechnic University 1962,
Agricultural Engineering, Soil Water Option
San Luis Obispo, CA

Profession: Civil Engineer, Retired
Registered Professional Engineer
South Carolina
Washington State
Oregon

FCC Licensed Armateur Radio Operator, General Class - KJ6MYJ

Professional Organizations:

American Society of Civil Engineers
United States Society on Dams / (International Commission on Large Dams)

Focus of Professional Employment:

Construction and Construction Management, 1962 thru 2006
Hydro Electric Projects, Domestic and Foreign
Dams, Embankment and Roller Compacted Concrete
Mining Projects, Foreign and Domestic
Nuclear Power Plants, Domestic
Garbage to Energy, Domestic
Miscellaneous Transportation Projects

Community Service Activities:

Bodega Bay Public Utilities District, Elected Director June 2007,
Recent term commenced - Dec 2015, Pres. of Board Since Jan 2014
Bodega Bay Grange Chapter #777, Major activity – Annual Cioppino Feed
Bodega Bay Fisherman's Festival, Since 2003, Fish and Chips booth
Bodega Harbour Home Owners Association, Design Review Committee, since 2006
Bodega Bay CERT group
Sonoma County Emergency Communication Service, Since 2013

19May2016, RRM

RESOLUTION NO. 1003

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BODEGA BAY
PUBLIC UTILITY DISTRICT NOMINATING A DIRECTOR OF THE BODEGA BAY
PUBLIC UTILITY DISTRICT TO APPLY FOR A SPECIAL DISTRICT
REPRESENTATIVE POSITION WITH THE SONOMA LOCAL AGENCY
FORMATION COMMISSION (LAFCO)

WHEREAS, the Sonoma Local Agency Formation Commission (the "LAFCO") has submitted a Call for Nominations to the Bodega Bay Public Utility District Board of Directors to be submitted no later than May 20, 2016; and

WHEREAS, Rodney Moore is qualified to serve and is interested in serving.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Bodega Bay Public Utility District hereby nominates Rodney Moore for the position of Special District Representative on LAFCO.

I, Janet Ames, the undersigned, hereby certify that I am the Clerk of the Bodega Bay Public Utility District; that the foregoing is a full, true and correct copy of the Resolution duly passed by the District Board at its regular meeting held on May 18, 2016, at its offices in Bodega Bay, California; and that said Resolution has not been revoked, rescinded, or set aside, and is now in full force and effect, pursuant to the following vote thereon:

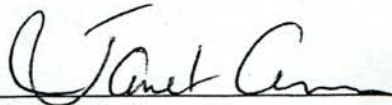
AYES, and in favor thereof, Directors: Rooney, Freeman, Gerber, Mantua, Moore

NOES, Directors: None

ABSTAIN, Directors: None

ABSENT, Directors: None

ATTEST:


District Clerk


President