



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

**REGULAR MEETING  
CAMP MEEKER RECREATION AND PARK DISTRICT  
OF THE BOARD OF DIRECTORS  
LOCATION: ANDERSON HALL  
101 LAKESIDE, CAMP MEEKER, CA  
JUNE 18, 2024, 7:00 P.M.  
AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF AGENDA**

**IV. STATEMENTS OF ABSTENTION**

**V. PUBLIC COMMENT**

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

**VI. CONSENT ITEMS (10 minutes)**

- A. Approval of Minutes
  - 1. May 21, 2024 Minutes
- B. Payment of Claims
- C. Administrative and Financial Report
  - 1. Staff Report

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

- A. System Operations

**VIII. ACTION ITEMS**

- A. **WATER BILL DISCUSSION: ACCOUNT 240, 70 MONTGOMERY, APN 075-203-012, EMMERT WERTZ (Emmert Wertz)**  
**DESCRIPTION:** Mr. Wertz would like to discuss his ongoing water bill with the Board.  
**PROPOSED ACTION:** The Board will consider a request by Mr. Wertz to adjust ongoing charges associated with his parcel after the existing home was damaged by a tree and rendered uninhabitable.

B. WATER TOWER REPLACEMENTS (Lynn Watson, 5 minutes)

DESCRIPTION: The Board will discuss the current state of the three water towers and a possible need for replacement.

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

C. CSDA BOARD OF DIRECTORS ELECTION

DESCRIPTION: CSDA (California Special Districts Association) is holding its election online with the ballot to be completed by July 16. The seat voted on is Seat A assigned to the Bay Area and the term runs from 2025 through 2027. The candidates are Renee Fernandez-Lipp who serves on Contra Costa Resource Conservation and Timber Cove County Water and Katherine Slater-Carter who serves on San Mateo Harbor District and Montara Water and Sanitary District. Candidate statements are included in the District's Board information document.

PROPOSED ACTION: The Board will vote for one of the two candidates and direct staff to access and vote at the online ballot prior to July 16, 2024.

D. ELECTION TO BE HELD NOVEMBER 5, 2024: NOTICE OF OFFICES TO BE FILLED, AND CANDIDATE STATEMENT COSTS (District Staff, 5 minutes)

DESCRIPTION: The Board will review and consider the Notice of Offices to be Filled and costs associated with candidate statements.

PROPOSED ACTION: The Board may/may not approve Notice of Offices To Be Filled and responsibility for Candidate Statement costs.

E. UPDATE: LEASE: CAMP MEEKER VOLUNTEER FIRE DEPARTMENT SITE (Gary Helfrich, 5 minutes)

DESCRIPTION: Director Helfrich will provide and update regarding update to the lease agreement for the Camp Meeker Fire Department building site with the Gold Ridge Fire District and the Camp Meeker Volunteer Fire Department. It is anticipated that the lease will be signed by both parties.

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

F. RESOLUTION 2024-003: APPROVAL OF DISTRICT APPROPRIATION LIMIT JULY 1, 2024 THROUGH JUNE 30, 2025. (Staff, 5 minutes)

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

Auditor recommends that the District's limit be established at \$369,123.00 for the fiscal year ending June 30, 2024.

PROPOSED ACTION: The Board may/may not will decide whether to approve Resolution 2023-004 establishing the District's appropriation's limit of \$357,192.00 for the fiscal year ending June 30, 2024.

G. RESOLUTION 2024-004: APPROVAL OF PRELIMINARY BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025.

(John McDaniel & Staff, 10 minutes)

DESCRIPTION: The Board will review the proposed preliminary budget, which California law requires adopted by June 30, 2023.

PROPOSED ACTION: The Board may/may not approve Resolution 2024-004, Approval of Preliminary Budget for the fiscal year ending June 30, 2025.

H. UPDATE: ST. DOROTHY'S LAND ACQUISITION (Gary Helfrich, John McDaniel, 10 minutes)

DESCRIPTION: Directors Helfrich and McDaniel will review the progress of purchase of land transaction with St. Dorothy's Rest.

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

I. UPDATE: ANDERSON HALL MAINTENANCE (John McDaniel, 10 minutes)

DESCRIPTION: John McDaniel will discuss ongoing maintenance and related information.

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

J. SCRAPBOOKS AT THE DISTRICT OFFICE

DESCRIPTION: There are currently multiple scrapbooks in the District Office that document Camp Meeker's history of over 100 years. Unfortunately, the scrapbooks are starting to deteriorate and develop mold.

PROPOSED ACTION: The Board may authorize a sub-committee to pursue preservation of the scrapbooks, potentially including the collaboration with our library system and local historical societies.

IX. DIRECTORS' REPORTS

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

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

X. ADJOURNMENT

HOW TO GET AN ITEM ON THE AGENDA

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

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

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

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

[http://www.campmeeker.org/wordpress/?page\\_id=22](http://www.campmeeker.org/wordpress/?page_id=22)



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**REGULAR MEETING  
CAMP MEEKER RECREATION AND PARK DISTRICT  
OF THE BOARD OF DIRECTORS  
MINUTES  
MAY 21, 2024**

**I. CALL TO ORDER**

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

**II. ROLL CALL**

Directors Helfrich, Bell-Alper, Larson, McDaniel, and Watson were present.

**III. APPROVAL OF AGENDA**

A motion was made by Valery Larson, and seconded by Max Bell Alper to approve the agenda as posted.

Directors Helfrich, Bell-Alper, Larson, Director McDaniel and Watson voted yes.

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

The motion was approved.

**IV. STATEMENTS OF ABSTENTION**

There were no statements of abstention.

**V. PUBLIC COMMENT**

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.

Chris Thomas, Board Member of Forest Unlimited, advised that they are interested in planting redwood seedlings in the future when the property is acquired from St. Dorothy's at no cost to the District. Contact information was provided to District staff.

**VI. CONSENT ITEMS**

**A. Approval of Minutes**

**1. April 23, 2024 Minutes**

Director Bell-Alper suggested an amendment of item A to state that the communication regarding issues such as the cell tower is a good process for how the Board makes decisions.

B. Payment of Claims

A motion was made by John McDaniel, and seconded by Max Bell-Alper to approve the May 21, 2024 warrant request 2023/2024-011 as follows:

2023-2024-011	RP-May 2024	4,229.22
\$19,855.82	Water-May 2024	19,240.55

Wells Fargo Bank Operating Checks 2585-2590 in payment of District expenses for the current month, and BMO checks 800 and 801 for transfer of water receipts to operations and capital.

Directors Helfrich, Bell-Alper, Larson, Director McDaniel and Watson voted yes.

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

The motion was approved.

C. Approval JV2024-038: Record Tax/Direct Charge Revenues

Ms. Doran-Girard explained JV2024-038 recording receipt of tax and direct charge revenues for the April transfer from Sonoma County to the District's checking account at Wells Fargo.

A motion was made by John McDaniel, and seconded by Lynn Watson to approve A motion was made by John McDaniel, and seconded by Max Bell-Alper to approve JV2024-038: Recording Transfer of Tax and Direct Charge Revenues by Sonoma County.

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

The motion was approved.

D. Administrative and Financial Report

Ms. Golberg's email regarding the comments of a Board member at the April meeting was reviewed. Ms. Golberg stated that she feels that all participants in the process should try and treat each other kindly.

Ms. Doran-Girard advised that the 2024-2025 Preliminary Budget is in process and further that the Occidental Community Service District invoice in the amount of \$7, 231.05 remains past due and outstanding.

VII. REPORT OF THE WATER SYSTEM OPERATOR

A. System Operations—Stephanie Voet, Russian River Utility staff, advised that there was nothing to report regarding water system operations.

John McDaniel reviewed the prior Board action regarding the adjustment for the November Hearts Home leak and asked when the final entries would appear on the receivable listings.

VIII. ACTION ITEMS

A. UPDATE: COMMUNITY REQUEST FOR ALLOCATION OF LAND FOR A CELL TOWER

DESCRIPTION: Kathy Golberg advised that Erika Floric and Gina Pinzari had submitted research data and are keeping track of the ongoing research as well as documenting the research.

Director Bell-Alper stated that the related experience regarding the Occidental cell tower could provide further information such as who does what, how does the process work, etc.

Ms. Golberg state she would take questions regarding the information provided in the Board packet. Lynn Watson insisted that there were fire issues with cell towers and distributed a previously prepared document that did not include her contact information. The document could not be considered by the Board as there had been no time to review.

Former Board member, Fred Meyer related his experience of the levels of animosity during the 2008 cell tower consideration and advised that he has contact information for the telcom companies. He also informed those present regarding the Camp Meeker Volunteer Fire Department breakfast.

ACTION: The Board took no action at this time.

- B. RESOLUTION 2024-002: ELECTION TO BE HELD NOVEMBER 5, 2024 AND CONSOLIDATION WITH COUNTY ELECTIONS, NOTICE OF OFFICES TO BE FILLED, AND NOTICE OF DISTRICT BOUNDARIES
- DESCRIPTION: The Board reviewed and considered the various documents relative to November 5, 2024 Election processing that include Resolution 2024-002, Notices of Offices to be filled and Candidate Statement costs, and Notice of District Boundaries.
- ACTION: A motion was made by Max Bell-Alper, and seconded by John McDaniel to approve Resolution 2024-002: Election To Be Held November 5, 2024 and Consolidation with County Elections and Notice of District Boundaries. Notice of Offices To Be Filled was tabled until the June meeting.
- Directors Helfrich, Bell-Alper, Larson, Director McDaniel and Watson voted yes.  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0  
The motion was approved.
- C. UPDATE: LEASE: CAMP MEEKER VOLUNTEER FIRE DEPARTMENT SITE
- DESCRIPTION: Director Helfrich advised that the update to the lease agreement for the Camp Meeker Fire Department building site with the Gold Ridge Fire District and the Camp Meeker Volunteer Fire Department will be moved to the June agenda and signed at the June meeting.
- ACTION: The Board took no further action regarding this issue.
- D. UPDATE: ST. DOROTHY'S LAND ACQUISITION
- DESCRIPTION: Directors Helfrich and McDaniel detailed recent progress of purchase of land transaction with St. Dorothy's Rest advising that problems with the legal description are holding up progress of the transaction. As a consequence, it will be necessary for the Board to approve to extend the time frame of the purchase agreement until August 15.
- ACTION: A motion was made by Gary Helfrich and seconded by Valery Larson to authorize Directors Helfrich and McDaniel to sign the amendment to extend the purchase agreement to August 15, 2024.
- Directors Helfrich, Bell-Alper, Larson, Director McDaniel and Watson voted yes.  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0  
The motion was approved.
- E. UPDATE: ANDERSON HALL MAINTENANCE
- DESCRIPTION: John McDaniel advised that the tree overhanging Anderson Hall will be removed May 19. Arrangements have been made with the Fire Safe group for chipping. Additionally, he discussed ongoing maintenance related bids for painting of Anderson Hall and the District office and colors for both buildings.

**ACTION:** A motion was made by Gary Helfrich, and seconded by Max Bell Alper to authorize John McDaniel to obtain bids for the painting of District facilities.

Directors Helfrich, Bell-Alper, Larson, Director McDaniel and Watson voted yes.

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

The motion was approved

**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 Bell Alper advised that the Bohemian Corridor Collective had received a partially funded grant of \$90K for the proposed shaded fuel break project.

**X. ADJOURNMENT**

As there was no further business to be brought before the Board at this time, a motion was made by John McDaniel, and seconded Gary Helfrich that the May18, 2024 meeting of the Camp Meeker Board of Directors be adjourned.

Directors Helfrich, Bell-Alper, Larson, Director McDaniel and Watson voted yes.

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

The motion was approved.

The meeting adjourned at 7:44 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD



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**CHERYL DORAN GIRARD  
CLIENT MEMORANDUM**

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**TO:** CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS  
**FROM:** CHERYL DORAN GIRARD  
**SUBJECT:** JUNE 18, 2024 WARRANTS AND FINANCIAL INFORMATION  
**DATE:** JUNE 13, 2024

Financial Statements and Warrant Detail in the board packet following this memorandum provide information available through June 13, 2024.

2023/2024-012	RP-June 2024	10,101.64
\$85,660.80*	Water-June 2024	29,300.70

\*Direct Charge Transfer \$46,258.46

The Financial statements included in the Board info packet represent revenue and expenses for the eleven months of the 2023-2024 fiscal year.

The 24-25 Preliminary Budget has been Board approval at the June meeting. The 24-25 Final Budget will incorporate all year-end entries into its preparation

Check registers included in the financial packet include all checks written since the last warrant approval on May 21. The warrant request 2023-2024-012 reflects annual insurance premium for the 2024-2025 fiscal year.

Should you need to contact me, I can be reached via cell phone 707-696-2876.



**CAMP MEEKER RECREATION AND PARK DISTRICT**

WARRANT REQUEST # 2023-2024-012

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
CMRPD Water System	109.54	109.54		Water Service
Doran-Girard, Cheryl	8,340.00	1,002.86	1,503.26	Consulting -May/June 2024
Doran-Girard, Cheryl		1,000.80	1,501.20	Consulting -May/June 2024
Doran-Girard, Cheryl		469.13	569.25	Consulting -May/June 2024
Doran-Girard, Cheryl		1,146.75	1,146.75	Consulting -May/June 2024
McPhail's	65.10	65.10		Tank Rental
PGE	70.31	70.31	-	Electric Services
Perry Johnson	105.00	75.00	30.00	Legal Services
Russian River Utility	12,721.05		9,899.61	Contract Services
Russian River Utility		-	1,675.35	Electric Services
Russian River Utility			1,146.09	Treatment Supplies
US Bank	608.29	289.53	209.00	Communication
US Bank		23.85	-	Hall Supplies
US Bank		25.77	60.14	Abila/MIP (2 months)
US Bank		-	-	Postage
Special District Risk Mgmnt	11,408.81	3,423.00	7,985.81	Streamline
State Water Resources	3,574.24		3,574.24	Annual Small Wtr Fee
Julie Austin	2,400.00	2,400.00		Tree Removal Hall Area
CMRPD -Dir Chg Tfr	46,258.46 *			
	<hr/> 85,660.80	<hr/> 10,101.64	<hr/> 29,300.70	46,258.46

\*Transfer Direct Charge-Invest

DIRECTOR APPROVAL:

DATE:

6/18/24

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**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - CDG-Current Check Register 2023-2024  
1010 - Cash In Wells Fargo Bank-Operating  
From 5/22/2024 Through 6/18/2024

Check Number	Check Description	Vendor Name	Effective Date	Check Amount
2591	Invoice SM-1045993 Small ...	State Water Reso...	5/31/2024	3,574.24
2592	Tree Removal -Hall Park	Julie Austin	6/2/2024	2,400.00
2593	Direct Charge Transfer--Apri...	Camp Meeker Rec...	6/18/2024	46,258.46
2594	System Generated Check/Vo...	Camp Meeker Wat...	6/18/2024	109.54
2595	System Generated Check/Vo...	Cheryl Doran-Girard	6/18/2024	8,340.00
2596	System Generated Check/Vo...	McPhail Fuel Com...	6/18/2024	65.10
2597	System Generated Check/Vo...	Pacific Gas & Elec...	6/18/2024	47.97
2598	System Generated Check/Vo...	Pacific Gas and El...	6/18/2024	17.76
2599	System Generated Check/Vo...	Pacific Gas and El...	6/18/2024	4.58
2600	System Generated Check/Vo...	Perry Johnson An...	6/18/2024	105.00
2601	System Generated Check/Vo...	Russian River Utility	6/18/2024	12,721.05
2602	System Generated Check/Vo...	US Bank	6/18/2024	608.29
2603	System Generated Check/Vo...	Spec Dist Risk Mg...	6/18/2024	11,408.81
Total 1010 - Cash In Wells Fargo Bank-Operating				85,660.80

**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - CDG-Current Check Register 2023-2024  
1030 - Cash in Bank of the West-Water  
From 5/22/2024 Through 6/18/2024

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
802	Water Revenue Transfer-Op...	Camp Meeker Rec...	6/18/2024	24,000.00
803	Water Revenue Transfer-Ca...	Camp Meeker Rec...	6/18/2024	<u>3,000.00</u>
		Total 1030 - Cash in Bank of the West-Water		27,000.00
				<u>                    </u>
Report Total				<u><u>112,660.80</u></u>

**Camp Meeker Recreation & Parks District**

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

10 - Recreation & Park - Operating

From 7/1/2023 Through 6/30/2024

(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
Revenue				
4001	Property Taxes-CY Secured	107,500	105,170	(2,330)
4020	Property Taxes-CY Supplemental	0	3,874	3,874
4040	Property Taxes-CY Unsecured	0	917	917
4060	Property Taxes-PY Secured	0	(46)	(46)
4091	Property Taxes-PY Supplemental	0	(5)	(5)
4101	Interest Pooled Cash -Sonoma County	0	26	26
4110	Interest Earned-Wells Fargo Bank	500	3,117	2,617
4210	Rental Fees-Anderson Hall	7,500	6,445	(1,055)
4215	Rental Fees-Other	1,900	1,900	(0)
4220	State-Home Owner Property Tax Relief	500	248	(252)
4221	State-Other In Lieu -Fish & Wildlife 18-19	0	2	2
4290	Miscellaneous Revenues	0	87	87
	<b>Total Revenue</b>	<b>117,900</b>	<b>121,736</b>	<b>3,836</b>
Expenditures				
5017	Worker Compensation Insurance	1,500	519	981
5101	Communications-Telephone	1,350	864	486
5105	Communications-ISP Website	750	619	131
5110	Communications-Website Other	750	31	719
5112	Communications-WiFi	750	521	229
5115	Translation Services	0	8	(8)
5184	Janitorial Supplies	500	192	308
5185	Janitorial Services	1,500	515	985
5210	Insurance-Property & Liability	4,000	3,423	577
5301	Maintenance-Beach and Parks	5,000	2,400	2,600
5302	Maintenance-Bldgs & Improvements	0	16	(16)
5401	Memberships	750	437	313
5405	Miscellaneous	1,500	0	1,500
5410	Office Supplies	750	39	711
5415	Office Operations	0	20	(20)
5416	Lease-Accounting Software	1,250	1,046	204
5420	Training-Administrative	150	0	150
5425	Postage	175	202	(27)
5426	Printing Services	450	323	127
5427	Supplies	750	44	706
5501	Professional Fees-Web	1,000	527	474
5520	Administrative Services	15,480	14,429	1,051
5540	LAFCO Charges	450	0	450
5550	Legal Services	18,000	8,661	9,339
5555	Professional Services-Auditor	7,000	14,724	(7,724)
5556	Professional Services-Accounting	10,320	11,957	(1,637)
5570	Service Fee-PayPal	225	0	225
5575	Bank Service Fees	500	10	490
5576	Property Tax Administration Fee	1,200	1,137	63
5590	Gas and Oil	1,350	1,222	128
5591	Equipment Rentals	0	136	(136)
5592	Water and Sewer	1,350	1,139	211
5594	Utilities	1,250	1,305	(55)
8510	Remodel/Rehab/Renovate	25,000	247,808	(222,808)

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
10 - Recreation & Park - Operating  
From 7/1/2023 Through 6/30/2024  
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
8511	Maintenance & Repair	0	240	(240)
8514	Maintenance & Repair-Major	<u>136,000</u>	<u>0</u>	<u>136,000</u>
	Total Expenditures	<u>241,000</u>	<u>314,515</u>	<u>(73,515)</u>
	Excess of Income Over (Under) Expense	<u>(123,100)</u>	<u>(192,780)</u>	<u>(69,680)</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
40 - Recreation & Parks - Water Operations  
From 7/1/2023 Through 6/30/2024  
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
Revenue				
4010	Direct Charges-Current Year	124,000	116,979	(7,021)
4061	Direct Charges -Prior Year	0	593	593
4101	Interest Pooled Cash -Sonoma County	0	34	34
4260	Reimbursements	91,000	13,346	(77,654)
4310	Sales of Water-Residential	297,500	248,925	(48,575)
4625	Transfers-Within Fund In	<u>127,500</u>	<u>0</u>	<u>(127,500)</u>
	Total Revenue	<u>640,000</u>	<u>379,877</u>	<u>(260,123)</u>
Expenditures				
5017	Worker Compensation Insurance	1,200	1,211	(11)
5101	Communications-Telephone	600	617	(17)
5105	Communications-ISP Website	600	539	61
5110	Communications-Website Other	500	73	427
5112	Communications-WiFi	750	1,069	(319)
5115	Translation Services	0	18	(18)
5210	Insurance-Property & Liability	8,750	7,986	764
5401	Memberships	950	1,320	(370)
5405	Miscellaneous	6,300	240	6,060
5410	Office Supplies	850	602	248
5416	Lease-Accounting Software	2,520	1,939	581
5420	Training-Administrative	200	0	200
5425	Postage	175	175	(0)
5426	Printing Services	1,000	726	274
5427	Supplies	1,000	1,167	(167)
5501	Professional Fees-Web	750	956	(206)
5515	Contract Services-Water Operations	150,000	116,521	33,479
5520	Administrative Services	23,220	21,643	1,577
5540	LAFCO Charges	1,250	0	1,250
5550	Legal Services	12,500	7,285	5,215
5555	Professional Services-Auditor	14,500	20,204	(5,704)
5556	Professional Services-Accounting	15,480	17,936	(2,456)
5565	Fiscal Agent Fees	1,250	0	1,250
5567	SCWA-Water Agency Fees	4,500	7,231	(2,731)
5575	Bank Service Fees	100	224	(124)
5576	Property Tax Administration Fee	3,600	0	3,600
5585	Public/Legal Notices	850	398	452
5587	Water System Fees-State	3,500	3,883	(383)
5590	Gas and Oil	0	122	(122)
5592	Water and Sewer	0	23	(23)
5594	Utilities	12,500	15,157	(2,657)
8511	Maintenance & Repair	0	15,709	(15,709)
8565	Equipment 2	200,000	0	200,000
8625	Tfr Within Fnd-Out	174,000	122,349	51,651
9001	Contingency	<u>205</u>	<u>0</u>	<u>205</u>
	Total Expenditures	<u>643,600</u>	<u>367,322</u>	<u>276,278</u>
	Excess of Income Over (Under) Expense	<u>(3,600)</u>	<u>12,555</u>	<u>16,155</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
50 - Recreation & Parks - Water Capital  
From 7/1/2023 Through 6/30/2024  
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4110	Interest Earned-Wells Fargo Bank	0	11,702	11,702
4625	Transfers-Within Fund In	<u>0</u>	<u>30,000</u>	<u>30,000</u>
	Total Revenue	<u>0</u>	<u>41,702</u>	<u>41,702</u>
	Expenditures			
8625	Tfr Within Fnd-Out	<u>0</u>	<u>33,000</u>	<u>(33,000)</u>
	Total Expenditures	<u>0</u>	<u>33,000</u>	<u>(33,000)</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>8,702</u>	<u>8,702</u>



**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
70 - Recreation & Park - USDA Debt Fund  
From 7/1/2023 Through 6/30/2024  
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4625	Transfers-Within Fund In	<u>0</u>	<u>76,090</u>	<u>76,090</u>
	Total Revenue	<u>0</u>	<u>76,090</u>	<u>76,090</u>
	Expenditures			
7910	Long Term Debt-Principal	<u>0</u>	<u>45,000</u>	<u>(45,000)</u>
7911	Long Term Debt-Interest	<u>0</u>	<u>48,381</u>	<u>(48,381)</u>
	Total Expenditures	<u>0</u>	<u>93,381</u>	<u>(93,381)</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>(17,290)</u>	<u>(17,290)</u>



CAMP MEEKER RECREATION & PARK DISTRICT											
Allocation of Water Receipts Fiscal Year 7/1/2023 -6/30/2024											
Transfer Month	Allocation Month	Bank of West		To USDA-A&B		Ca Operations	WFB-Invest	Total WFB-Operating			
		Stmnt Balance		Transferred							
23-Aug	23-Jul	25,102.36		25,000.00		-		3,000.00		22,000.00	25,000.00
23-Sep	23-Aug	24,490.98		24,000.00		-		3,000.00		21,000.00	24,000.00
23-Oct	23-Sep	23,115.42		22,500.00		-		3,000.00		19,500.00	22,500.00
23-Nov	23-Oct	19,658.62		22,500.00		-		3,000.00		19,500.00	22,500.00
23-Dec	23-Nov	39,867.66	*	17,000.00		-		3,000.00		14,000.00	17,000.00
24-Jan	23-Dec	45,323.85		45,000.00		-		6,000.00		39,000.00	45,000.00
24-Feb	24-Jan	20,666.43		20,500.00		-		3,000.00		17,500.00	20,500.00
24-Mar	24-Feb	22,915.55		22,000.00		-		3,000.00		19,000.00	22,000.00
24-Apr	24-Mar	26,622.94		-		-				#VALUE!	#VALUE!
24-May	24-Apr	23,732.16		23,500.00		-		3,000.00		20,500.00	23,500.00
24-Jun	24-May	27,149.53		27,000.00		-		3,000.00		24,000.00	27,000.00
24-Jul	24-Jun					-				#VALUE!	#VALUE!
YTD Totals		298,645.50		249,000.00		-		33,000.00		#VALUE!	#VALUE!
6/11/24											

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

**June 10, 2024**

RE: CAMP MEEKER PAST DUE ACCOUNTS

**Payments on hand: 80, 127, 197, 204, 307, 320**

**The following accounts were sent SB998 letters and have since set up payment arrangements: 140, 174**

**Account 224: Locked off on April 30, 2024. Paid bill in full June 3, 2024. Service was resetored.**

CAMP MEEKER RECREATION AND PARK DISTRICT  
PAST DUE LIST

ACCOUNT #	CURRENT	1 - 30.	31 - 60	61+	LAST PAYMENT	TOTAL
12	69.84	68.86	62.02	12.33	246.52 4/9/2024	213.05
24	69.11	70.77	65.02	166.32	372.98 2/29/2024	371.22
27	54.00	54.00	60.04	66.78	103.00 7/17/2023	234.82
28	96.87	96.66	103.41	503.78	300.00 2/13/2024	800.72
55	69.63	69.06	66.07	57.13	150.00 4/1/2024	261.89
61	58.17	60.41	19.71		54.00 5/16/2024	138.29
70	60.79	60.56	59.94	1.79	52.00 4/23/2024	183.08
77	57.53	59.94	10.73		54.00 5/16/2024	128.20
80	57.78	57.50	2.42		54.00 4/29/2024	117.70
89	70.14	68.61	64.42	57.44	381.98 2/21/2024	260.61
90	69.21	67.97	64.58	57.98	58.16 3/1/2024	259.74
96	72.45	71.75	67.71	61.04	160.13 2/16/2024	272.95
105	72.89	67.85	137.24		150.00 5/9/2024	277.98
110	60.04	61.55	46.50		929.93 5/6/2024	168.09
114	67.49	65.13	59.88		58.96 4/1/2024	192.50
127	75.73	74.21	71.81	216.18	504.30 1/11/2024	437.93
129	87.34	85.38	83.45	291.90	250.00 1/25/2024	548.07
140	62.48	113.62	85.57	338.75	300.00 1/2/2024	600.42
144	59.67	59.40	54.00		122.24 3/29/2024	173.07
151	75.35	73.36	70.13	144.65	147.14 2/20/2024	363.49
152	66.25	76.52	26.38		200.00 5/30/2024	169.15
155	89.58	92.66	89.73	426.44	50.00 5/13/2024	698.41
157	67.96	67.29	64.09	147.79	293.00 3/6/2024	347.13
158	71.05	71.00	65.90	151.63	307.00 3/6/2024	359.58
159	59.72	59.45	54.92		54.00 4/8/2024	174.09
169	68.25	67.28	33.22		60.00 6/6/2024	168.75
174	89.54	93.21	95.59	284.38	300.00 2/21/2024	562.72
182	63.90	80.55	17.93		358.60 5/16/2024	162.38
184	121.95	125.38	120.25	1,009.77	150.00 5/23/2024	1,377.35
185	162.66	117.93	22.25		1,000.00 5/6/2024	302.84
186	62.81	62.40	56.22	11.90	238.09 3/15/2024	193.33
187	70.79	69.91	66.10	72.57	183.80 3/11/2024	279.37
192	66.18	65.75	56.26		300.00 2/29/2024	188.19
193	72.95	66.63	60.28	16.04	59.22 3/28/2024	215.90
197	55.38	57.05	1.90		55.00 5/9/2024	114.33
202	68.57	67.60	70.93	115.99	120.00 4/15/2024	323.09
204	59.90	70.59	51.95		73.38 4/8/2024	182.44
208	63.07	62.07	56.14	9.22	184.35 4/1/2024	190.50
237	65.17	64.40	59.42		58.80 4/9/2024	188.99
240	85.44	83.95	82.47	462.43	98.00 6/30/2023	714.29
241	58.32	60.36	23.98		49.18 5/21/2024	142.66
246	70.02	70.78	65.37	44.96	540.00 2/26/2024	251.13
247	65.46	64.51	59.24	8.26	165.14 3/28/2024	197.47
264	65.73	64.76	58.22	13.12	262.38 3/28/2024	201.83
279	68.82	68.31	67.04	77.78	212.27 12/27/2023	281.95
281	68.64	59.83	59.71		60.13 4/12/2024	188.18
298	78.88	77.56	85.46	305.73	245.02 4/29/2024	547.63
307	75.03	97.66	84.58	70.43	74.65 3/22/2024	327.70
309	117.87	90.10	81.67	455.64	200.00 2/21/2024	745.28
311	85.97	65.16	60.37	40.30	500.00 12/4/2023	251.80
317	67.24	73.53	7.62		152.48 5/23/2024	148.39
320	57.90	65.85	30.30		150.00 4/4/2024	154.05
322	70.94	69.28	65.52	59.62	355.41 2/22/2024	265.36
330	63.30	57.90	12.03		57.82 5/9/2024	133.23
337	65.05	111.82	133.10	276.74	200.00 4/29/2024	586.71
347	62.33	57.60	6.20		59.16 5/9/2024	126.13
358	76.28	73.58	78.10	173.42	100.00 5/7/2024	401.38
	4,115.41	4,156.80	3,385.09	6,210.23	11,976.22	17,867.53

**CAMP MEEKER RECREATION AND PARK DISTRICT  
WATER SALES 2024**

METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS	NOTES
Alliance Master Meter Union Park	363 369	JAN	1,161,420	638,630	522,790	742,090	45.02%	-41.95%	
Alliance Master Meter Union Park	363 369	FEB	1,336,490	602,540	733,950	651,580	54.92%	11.23%	
Alliance Master Meter Union Park	363 369	MARCH	1,419,310	397,170	1,022,140	681,990	72.02%	33.00%	
Alliance Master Meter Union Park	363 369	APRIL	1,143,890	441,820	702,070	712,550	61.38%	1.50%	
Alliance Master Meter Union Park	363 369	MAY	1,261,920	449,030	812,890	710,110	64.42%	12.65%	
Alliance Master Meter Union Park	363 369	JUNE							
Alliance Master Meter Union Park	363 369	JULY							
Alliance Master Meter Union Park	363 369	AUG							
Alliance Master Meter Union Park	363 369	SEPT							
Alliance Master Meter Union Park	363 369	OCT							
Alliance Master Meter Union Park	363 369	NOV							
Alliance Master Meter Union Park	363 369	DEC							
	<b>Total 2024</b>								

**Subject:**board meeting  
**Date:**2024-06-06 15:22  
**From:**Emmett Wertz <[emmett7071234@gmail.com](mailto:emmett7071234@gmail.com)>  
**To:**Russian River Utility <[rruwater@sonic.net](mailto:rruwater@sonic.net)>

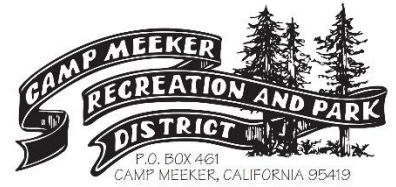
Helo my name is Emmett wertz i lived at 70 montgomery street. I would like to to have allotted time at the board meeting this month to discuss the water bill i am receiving. I was told to email this address and i would be allotted some time. please let me know what time you will be expecting me thank you.

Emmett Wertz  
CDA Technical institute graduate  
438 Calle arboleda Novato CA  
(415)-858-9377  
[emmett7071234@gmail.com](mailto:emmett7071234@gmail.com)

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





# **CAMP MEEKER WATER SYSTEM - 5 YEAR CAPITAL IMPROVEMENT PROGRAM**

**CAMP MEEKER  
RECREATION AND PARK  
DISTRICT**

OCTOBER 26, 2018

**Prepared By:**

Brelje & Race Consulting Engineers  
475 Aviation Blvd. Suite 120, Santa Rosa, CA 95403  
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## 1. INTRODUCTION

### 1.1 SCOPE AND PURPOSE

Camp Meeker Recreation and Park District (CMRPD) has retained Brelje & Race Consulting Engineers to prepare a capital facility improvements, repairs and maintenance plan (CIP) for the Camp Meeker Water System. This report describes the recommended capital improvement projects, associated estimates of costs and the projected implementation time line. Additionally these projects are prioritized and a 5 year plan was developed.

The purpose of this capital improvement plan is to provide the CMRPD Board of Directors the information necessary to conduct a rate study to determine appropriate rates to offset costs incurred by the system.

### 1.2 BACKGROUND INFORMATION

The Camp Meeker Recreation and Park District (CMRPD) and the Occidental Community Services District (OCSO) operate a joint transmission and treatment system under a joint water facilities agreement established in 2003. Prior to this agreement CMRPD constructed their potable water facilities in two phases, the *Water Supply Project* and the *Water Distribution Project*.

The construction of the *Water Supply Project* was completed in 1996. This project consisted of the installation of a well in Monte Rio, a 5 mile 6-inch transmission main running along Bohemian Highway, a treatment facility located on Alliance Redwoods Conference Grounds property along the transmission main, a 108,000 gallon (gal) storage tank (Morelli Tank) and a small section of distribution piping. The treatment facility consists of a 7,600 gal poly tank, a 15-horsepower (hp) submersible booster pump, chlorine injection facilities, and poly-phosphate (anti-corrosion agent) injection facilities.

The construction of the *Water Distribution Project* was completed in 2000. This project consisted of approximately 44,000 feet of distribution pipe, an intermediate pump station (Tower Road pump station), the 129,000 gallon Baumert Tank, the 125,000 gallon Tower Tank and water services and fire hydrants throughout the distribution system.

See Table 1 below for a summary of the system components, their installation date and their current age.

**Table 1:** CMRPD Water Distribution System Summary

System Component	Date Installed	Age <sup>1</sup> (years)
Well Pumps	1996	22
Transmission Main	1996	22
Treatment Facility	1996	22
Booster Pump at Treatment Plant	2017	1
Morelli Tank	1996	22
Distribution System	2000	18
Tower Road Pump Station	2000	18

Tower Tank	2000	18
Baumert Tank	2000	18
System Controls	1996	22

<sup>1</sup> Age as of Summer 2018

When the joint water facilities agreement was established between CMRPD and OCSD, OCSD constructed their own water supply well adjacent to CMRPD's well. Additionally a contract was established between Russian River Utilities and both CMRPD and OCSD to operate and maintain their joint transmission and treatment systems and their individual distribution systems.

## 2. CAPITAL IMPROVEMENT PROJECT DESCRIPTIONS

After consulting with CMRPD and Russian River Utilities (current operators of the water system), the capital improvement projects described in the following sections were developed. These projects are not necessarily listed by priority. Project priority and proposed project schedules are outlined in Section 4.

### 2.1 PROJECT 1: BAUMERT TANK INSPECTION AND REHABILITATION

Inspection of the Baumert Tank interior occurred on April 25<sup>th</sup>, 2017. During these inspections, a diver contracted by Russian River Utilities cleaned and examined the tank. The tank was found to be in good condition with a few deficiencies. The tank floor was observed to be 100 percent covered with sediment bio-matter at a depth of 1/4" to 1/2". This material was removed and the tank floor was observed to be intact and in very good condition. A few leaks were observed in the tank shell wall and repaired with epoxy. There were a few cases of minor corrosion in a variety of locations. In general, at the time of inspection, the tank was in good condition.

It is recommended that the interior of the tank be inspected at an interval of once every five years. Similar to the service provided in 2017, the five year inspection should include an inspection of the interior by a professional diver, the tank should be cleaned and evaluated. During the inspection, any leaks observed should be patched while the tank remains in service. A report summarizing the condition of each tank component should also be provided to better plan for future capital improvement projects.

Additionally, during the next five years, passive cathodic protection should be installed in the Baumert Tank to control corrosion. Passive cathodic protection consists of hanging several sacrificial anodes. During the installation of this system hand-holes will be cut into the top of the tank. This installation can be performed while the tank remains in service. Passive cathodic protection does not require any electrical power or controls and is a cost effective method of extending the life of the tank.

See Section 3.1 for the estimated cost of implementation of this project.

## **2.2 PROJECT 2: TOWER TANK INSPECTION AND REHABILITATION**

Inspection of the Tower Tank interior occurred on April 27<sup>th</sup>, 2017. During these inspections, a diver contracted by Russian River Utilities cleaned and examined the tank. The tank was found to be in good condition with a few deficiencies. The tank floor was observed to be 100 percent covered with sediment bio-matter at a depth of ¼". This material was removed and the tank floor was observed to be intact and in very good condition. There were a few cases of minor corrosion in a variety of locations. In general, at the time of inspection, the tank was in good condition.

It is recommended that the interior of the tank be inspected at an interval of once every five years. Similar to the service provided in 2017, the five year inspection should include an inspection of the interior by a professional diver, the tank should be cleaned and evaluated. During the inspection, any leaks observed should be patched while the tank remains in service. A report summarizing the condition of each tank component should also be provided to better plan for future capital improvement projects.

Additionally, during the next five years, passive cathodic protection should be installed in the Tower Tank to control corrosion. Passive cathodic protection consists of hanging several sacrificial anodes. During the installation of this system hand-holes will be cut into the top of the tank. This installation can be performed while the tank remains in service. Passive cathodic protection does not require any electrical power or controls and is a cost effective method of extending the life of the tank.

See Section 3.2 for the estimated cost of implementation of this project.

## **2.3 PROJECT 3: MORELLI TANK REHABILITATION**

Inspection of the Baumert Tank interior occurred on April 26<sup>th</sup>, 2017. During these inspections, a diver contracted by Russian River Utilities cleaned and examined the tank. The tank floor was observed to be 100 percent covered with sediment bio-matter at a depth of 1/8". This material was removed and the tank floor was observed to be intact and in good condition although minor coating blistering was observed. The walls of the tank below the waterline were observed with minor coating blistering and coating cracking. The walls above the waterline were observed to be intact with moderate coating and cancerous corrosion in the exposed areas. The seam where the shell walls and roof intersect was observed intact with moderate corrosion. There were a few cases of minor corrosion in a variety of locations.

Due to the deterioration of the coating observed during the 2017 inspection, it is recommended that the Morelli Tank undergo a complete coating rehabilitation within the next five years. This would include evaluation of the condition of the tank, followed by design and preparation of construction bid documents by engineering professionals. In addition to the recoating of the entire tank, it is recommended that passive cathodic protection is installed to control corrosion within the tank. Passive cathodic protection consists of hanging anodes inside the tank.

During the rehabilitation the Morelli Tank will have to be taken out of service. There are several operational concerns associated with removing the Morelli Tank from service as it

functions as the control for the treatment plant booster pump. A small temporary tank (a 12-foot diameter, 12-foot tall polyethylene tank for example) would be installed onsite to bypass the Morelli Tank and controls for the treatment plant booster pump would be transferred to this temporary tank. The Morelli Tank also provides fire service to the low pressure zone within the community. Fire service for the lower zone would be temporarily provided by the Tower and Baumert Tanks through the two pressure reducing valve (PRV) stations that bridge the two pressure zones.

See Section 3.3 for the estimated cost of implementation of this project.

## **2.4 PROJECT 4: TANK SITE FENCING**

To protect the storage facilities within the Camp Meeker system (the Morelli, Baumert and Tower tanks) fencing should be installed around all three of the tank sites within the next five years.

According to Homeland Security, basic perimeter fencing or perimeter walls delay vandalism at a base level. Basic perimeter fencing consists of galvanized steel chain-link fence posts with a 6-foot fabric height. Enhanced climb/cut-resistant fencing provides additional site protection by deterring vandals, criminals and saboteurs at an enhanced level. Enhanced-level fencing consists of galvanized steel chain-link fence post with an 8-foot fabric height. The fence fabric would be coated with zinc or polyvinyl chloride (PVC) with a minimum wire gauge of No. 8 and a mesh pattern of 2-inch diamond mesh or smaller.

To provide CMRPD with enhanced site protection, it is recommended that CMRPD install the enhanced-level fencing around the perimeters of all three tank sites.

See Section 3.4 for the estimated cost of implementation of this project.

## **2.5 PROJECT 5: TELEMETRY SYSTEM UPGRADES**

The current telemetry system that controls the Camp Meeker and Occidental water systems consist of a radio based Telekey SCADA System. This telemetry system is out-of-date and there are a limited number of specialists able to work on this type of system, making it difficult to have the system repaired when problems arise. Additionally, because the system is not internet based, there is a lack of comprehensive remote control.

It is recommended that telemetry upgrades include installing a cloud based control system to operate and monitor the entire Camp Meeker water system. A cloud based system would consist of a secure cloud-based user interface and field installable units with inputs and outputs for all elements of the system to enable control and monitoring both locally and remotely.

The system manufacturer creates custom controllers that can control and monitor wells, tanks, water quality and pumps. The Camp Meeker and Occidental water system consists of two well pumps, treatment facility which includes one booster pump, day tank, chlorine injection, and anti-corrosion agent injection, the Tower Road booster pump station, and three storage tanks. Well pump operation would be controlled by the day tank level at the

treatment plant and anti-corrosion addition would be controlled by well pump operation. The booster pump at the treatment plant would be controlled by the Morelli Tank level and the chlorine injection would be controlled by the booster pump operation. The Tower Road booster pump operation would be controlled by the Tower and Baumert Tank levels. All of the operational status of these elements could be monitored remotely and a manual override of the controls would be made available. The chemical tank levels would also have the ability to be monitored remotely.

Communication between the different sites would be through a radio connection with likely one or two internet connections. Minimizing the different internet connections increases the reliability of the control system when internet may be unavailable. Normally a radio study is performed to determine necessary radio antenna locations. However, the current control system is also radio based indicating that another radio based control system would function for the Camp Meeker water system.

See Section 3.5 for the estimated cost of implementation of this project.

## **2.6 PROJECT 6: TREATMENT PLANT IMPROVEMENTS**

The recommended improvements at the treatment plant site, other than a telemetry upgrade, are to improve redundancy and to simplify site piping. It is recommended to install an additional booster pump and connection to the treatment facility tank to increase reliability and redundancy of the system. A second pump connection to the treatment facility tank will be added, a new pump and pump casing will be installed adjacent to the existing booster pump and the discharge piping from the new pump will connect into new discharge piping. Adding the second booster pump would require fencing modifications to accommodate piping changes.

The recommended station discharge piping improvements include replacing the current piping with new above ground piping. There have been pipe leaks under the concrete equipment slab requiring excavation through the slab to repair the leak. Above ground piping will simplify maintenance. The chemical injection piping within the building would be replaced to accommodate the new above ground piping. It will be routed in such a way that it enters the building twice, once before the treatment plant tank and once after.

See Section 3.6 for the estimated cost of implementation of this project.

## **2.7 PROJECT 7: PORTABLE STANDBY GENERATORS**

CMRPD desires to have the ability to provide back-up power to both the well site and the treatment facility during a power outage, therefore it is recommended that two portable standby generators are purchased for use in these situations at the well site and treatment plan sites.

The well site and the treatment plant already have generator receptacles per the 1996 Camp Meeker Recreation and Park District Water Supply Project. Therefore there are no necessary modifications to the existing facility to use the portable generators. The generators would need to be 25 KW in size to provide sufficient power for the loads at each location.



Generators would be sized to accommodate only one pump being operated at each location under emergency conditions.

See Section 3.7 for the estimated cost of implementation of this project.

## **2.8 PROJECT 8: TOWER ROAD PUMP STATION REDUNDANT PUMP ADDITION**

It is recommended that to improve reliability to the Camp Meeker water system a redundant booster pump be installed at the Tower Road booster pump station. The existing booster pump facility would be modified to add a backup/redundant booster pump.

Improvements would include additional piping to tie the new booster pump into the existing suction and discharge lines. The connection point of the new piping to the existing piping would be upstream of the existing flow meter so that a new flow meter would not be required. Also, improvements would include a new control panel that would control both booster pumps, alternating their usage and providing automatic stand-by capability. The current booster pump is housed within a 4 foot by 4 foot vault which would not be large enough to house the new booster pump; therefore, another vault would need to be installed adjacent to the existing facilities. Additionally, removable bollards will be installed on the perimeter of the booster pump station to protect the site from vehicle traffic.

See Section 3.8 for the estimated cost of implementation of this project.

## **3. COST ESTIMATES**

### **3.1 PROJECT 1: BAUMERT TANK INSPECTION AND REHABILITATION**

Table 2 below displays the estimated cost of implementing Project 1.

**Table 2:** Project 1 – Baumert Tank Inspection and Rehabilitation Cost Estimate

Work Description	Estimated Quantity	Unit	Estimated Unit Cost	Estimated Cost
Dive Patch Interior Coating <sup>1</sup>	1	L.S.	\$10,000	\$10,000
Add Passive Cathodic Protection <sup>2</sup>	1	L.S.	\$8,000	\$8,000
Construction Contingency (20%)	1	L.S.	\$3,600	\$3,600
Total				\$21,600

1. Based on Aqua-Tech 2-day dive, using Aquatopoxy epoxy while the tank is in service.

2. Based on Aqua-Tech proposal hanging anodes and cutting hand-holes while in service. No electrical power or controls

### **3.2 PROJECT 2: TOWER TANK INSPECTION AND REHABILITATION**

Table 3 below displays the estimated cost of implementing Project 2.

**Table 3:** Project 2 – Tower Tank Inspection and Rehabilitation Cost Estimate

Work Description	Estimated Quantity	Unit	Estimated Unit Cost	Estimated Cost
Dive Patch Interior Coating <sup>1</sup>	1	L.S.	\$10,000	\$10,000
Add Passive Cathodic Protection <sup>2</sup>	1	L.S.	\$8,000	\$8,000
Construction Contingency (20%)	1	L.S.	\$3,600	\$3,600
Total				\$21,600

1. Based on Aqua-Tech 2-day dive, using Aquatopoxy epoxy while the tank is in service.
2. Based on Aqua-Tech proposal hanging anodes and cutting hand-holes while in service. No electrical power or controls

### 3.3 PROJECT 3: MORELLI TANK REHABILITATION

See Table 4 below displays the estimated cost of implementing Project 3.

**Table 4:** Project 3 – Morelli Tank Rehabilitation Cost Estimate

Work Description	Estimated Quantity	Unit	Estimated Unit Cost	Estimated Cost
Evaluation, Design and Preparation of Bid Documents	1	L.S.	\$25,000	\$25,000
Construction – Coatings <sup>3</sup>	1	L.S.	\$150,000	\$150,000
Constriction – Passive Cathodic Protection <sup>2</sup>	1	L.S.	\$8,000	\$8,000
Construction – Temporary Facilities	1	L.S.	\$25,000	\$25,000
Construction Inspection	1	L.S.	\$12,000	\$12,000
Construction Contingency (20%)	1	L.S.	\$44,000	\$44,000
Total				\$264,000

2. Based on Aqua-Tech proposal hanging anodes and cutting hand-holes while in service. No electrical power or controls.
3. Based on Estimate from Jeff Karr – Resource Development using standard epoxy on exterior and elastomeric polyurethane thick coating (+- 60 mil) on interior (like Endureflex). This interior is a +- 50 year coating with SPIO with no primer.

### 3.4 PROJECT 4: TANK SITE FENCING

See Table 5 below for the estimated cost of implementing Project 4.

**Table 5:** Project 4 – Tank Site Fencing Cost Estimate

Work Description	Estimated Quantity	Unit	Estimated Unit Cost	Estimated Cost
Morelli Tank Fencing	550	L.F.	\$100	\$55,500
Tower Tank Fencing	115	L.F.	\$100	\$11,500
Baumert Tank Fencing	170	L.F.	\$100	\$17,000
Gates	3	E.A.	\$6,500	\$19,500
Construction Contingency (20%)	1	L.S.	\$20,700	\$20,700
Total				\$124,200

### 3.5 PROJECT 5: TELEMETRY SYSTEM UPGRADES

Please see Table 6 below for the estimated cost of implementing Project 5.

**Table 6:** Project 5 – Telemetry System Upgrade Cost Estimate

Work Description	Estimated Quantity	Unit	Estimated Unit Cost	Estimated Cost
Cloud Based Control System	1	L.S.	\$50,000	\$50,000
Construction Contingency (20%)	1	L.S.	\$10,000	\$10,000
Total				\$60,000

There is a reoccurring cost of \$306 per month or \$3,672 annually for the services provided by XiO. There is a payment plan available which would require a \$16,500 down payment with an approximately \$1,050 a month payment for 46 months.

### 3.6 PROJECT 6: TREATMENT PLANT IMPROVEMENTS

Table 7 below displays the estimated cost of implementing Project 6.

**Table 7:** Project 6 – Treatment Plant Improvements Cost Estimate

Work Description	Estimated Quantity	Unit	Estimated Unit Cost	Estimated Cost
15 HP Well Pump Replacement	2	E.A.	\$10,000	\$20,000
Electrical and Controls Modifications	1	L.S.	\$25,000	\$25,000
Miscellaneous Upgrades at Treatment Plant	1	L.S.	\$5,000	\$5,000
Upgrade Booster Pump Station at Treatment Plant with	1	L.S.	\$40,000	\$40,000

Redundant 25 HP Pump (to Morelli Tank)				
Construction Contingency (20%)	1	L.S.	\$18,000	\$18,000
Total				\$108,000

### 3.7 PROJECT 7: PORTABLE STANDBY GENERATORS

Table 8 below displays the estimated cost of implementing Project 7.

**Table 8:** Project 7 – Portable Standby Generators Cost Estimate

Work Description	Estimated Quantity	Unit	Estimated Unit Cost	Estimated Cost
Standby Generator	2	E.A.	\$25,000	\$50,000
Construction Contingency (20%)	1	L.S.	\$10,000	\$10,000
Total				\$60,000

### 3.8 PROJECT 8: TOWER ROAD PUMP STATION REDUNDANT PUMP ADDITION

Table 9 below displays the estimated cost of implementing Project 8.

**Table 9:** Project 8 – Tower Road Pump Station Redundant Pump Addition

Work Description	Estimated Quantity	Unit	Estimated Unit Cost	Estimated Cost
3 HP Pump	1	E.A.	\$7,000	\$7,000
Electrical and Controls Modification	1	L.S.	\$25,000	\$25,000
Site Work and Piping	1	L.S.	\$15,000	\$15,000
Bollards	6	E.A.	\$650	\$3,900
Construction Contingency (20%)	1	L.S.	\$10,180	\$10,180
Total				\$61,080

### 3.9 PROJECT COST SUMMARY

Construction cost estimates are displayed in Table 10 below. Costs are rounded to the nearest thousand dollars. Engineering, legal and administrative costs (estimated at 20% of the construction cost subtotal and rounded to the nearest thousand dollars) are added to the construction cost subtotal for a total project cost estimate.

**Table 10: Project Cost Estimate Summary**

Project	Project Name	Constructio n Cost Estimate	Engineering, Legal and Administration Costs (20%)	Total Project Cost
1	Baumert Tank Inspection and Rehabilitation	\$22,000	\$4,000	\$26,000
2	Tower Tank Inspection and Rehabilitation	\$22,000	\$4,000	\$26,000
3	Morelli Tank Rehabilitation	\$264,000	\$53,000	\$317,000
4	Tank Site Fencing	\$124,000	\$25,000	\$149,000
5	Telemetry System Upgrades	\$60,000	\$12,000	\$72,000
6	Treatment Plant Improvements	\$108,000	\$22,000	\$130,000
7	Portable Standby Generators	\$60,000	\$12,000	\$72,000
8	Tower Road Pump Station Redundant Pump Addition	\$61,000	\$12,000	\$73,000
Total		\$721,000	\$144,000	\$865,000

#### 4. PROJECT PRIORITY AND SCHEDULE

The priority of the different projects influence the potential schedule. Based on professional judgement, condition of existing facilities and the wishes of the CMRPD the list below ranks the projects from highest to lowest implementation priority in the next 5 years. Table 11 below summarizes the Project numbers and total estimated project cost by year over the 5 year study term. Projects were grouped for pragmatic construction implementation and scheduling.

1. Project 3 - Morelli Tank Rehabilitation within 1 to 2 years
2. Project 6 - Treatment Plant Improvements within 1 to 2 years
3. Project 5 - Telemetry System Upgrades within 2 to 3 years
4. Project 8 - Tower Road Pump Station Redundant Pump Addition within 3 years
5. Project 4 - Tank Site Fencing within 3 to 4 years
6. Project 7 - Portable Standby Generators within 4 to 5 years
7. Project 2 - Tower Tank Inspection and Rehabilitation within 5 years
8. Project 1 - Baumert Tank Inspection and Rehabilitation within 5 years

**Table 11:** Annual Estimated Cost Break Down and Recommended Project Schedule

Year	Projected Year	Project(s) to be Implemented	Project Name	Annual CIP Cost
1	2019	3	Morelli Tank Rehabilitation	\$317,000
2	2020	6	Treatment Plant Improvements	\$130,000
3	2021	5 and 8	Telemetry System Upgrades and Tower Road Pump Station Redundant Pump Addition	\$145,000
4	2022	4	Tank Site Fencing	\$149,000
5	2023	7, 1 and 2	Portable Standby Generators, Baumert Tank and Tower Tank Inspections and Rehabilitation	\$124,000

CSDA Board of Directors Election Ballot - Term 2025 - 2027; Seat A - Bay Area Network

Please vote for your choice

Choose one of the following candidates:

- Renee Fernandez-Lipp, Director, Contra Costa Resource Conservation District
- Kathryn Slater-Carter, Director, San Mateo County Harbor District

This question is **required**. You may select **one** of the following.  
Click on any **view details** link to view more information.

☐ Renee Fernandez-Lipp    [\[view details\]](#)

☐ Kathryn Slater-Carter    [\[view details\]](#)





**California Special  
Districts Association**  
*Districts Stronger Together*

## 2024 CSDA BOARD CANDIDATE INFORMATION SHEET

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

**Name:** Renee Fernandez-Lipp

**District/Company:** Contra Costa Resource Conservation District (CCRCD)

**Title:** Board of Directors

**Elected/Appointed/Staff:** Appointed by the Contra Costa County Board of Supervisors

**Length of Service with District:** 6 years

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

No.

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

No.

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

Current Board Director for the Contra Costa Resource Conservation District (CCRCD),  
Current Commissioner for the Contra Costa County Sustainability Commission, former  
member of the Pittsburg Community Advisory Commission

- 4. List civic organization involvement:**

Additional community service includes drafting the Capital Investment Plan for the  
Timber Cove County Water District (TCCWD) as a public member appointed to the  
TCCWD Infrastructure Committee.

**\*\*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 the nomination deadlines will not be included with the ballot.**

## 2024 CSDA BOARD CANDIDATE INFORMATION SHEET

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

**Name:** Kathryn Slater-Carter

**District/Company:** San Mateo County Harbor District  
Montara Water and Sanitary District

**Title:** San Mateo County Harbor District: Commissioner, currently Vice President  
Montara Water and Sanitary District: Director, currently Secretary

**Elected/Appointed/Staff:** Elected to each district

**Length of Service with District:**

San Mateo County Harbor District term began in 2023  
Montara Water and Sanitary District, 1996 to present

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

Yes: Ethics Training and Sexual Harassment Prevention training every other year at CSDA conferences and on-line.

Annual Conference, Leadership Academy 2023, Members of San Mateo County CSDA pre-covid

Each district I am on is a member of (San Mateo County Harbor District and Montara Water and Sanitary District) has a current CSDA Transparency Certificate of Excellence.

Each of the 2 districts of which I am on the board sends management and staff to CSDA events and training. As does the JPA I am appointed to (Sewer Authority MidCoastside)

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

Harbor District is a member of Association of Marine Industries, Bay Planning Coalition, California Association of Harbor Master and Port Captains, California Marine Affairs and Navigation, California Special District Association, California Boating Congress, Government Finance Officers, Marine Recreation Association, and Special District Risk Management Authority.

Montara Sanitary District is a member of California Association of Sanitation Agencies, and California Association of California Water Agencies.

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

Midcoast Community Council (2001-2009), Bay Planning Coalition, Sewer Authority  
MidCoastside (2016 to present)

4. List civic organization involvement: San Mateo County Chapter of CSDA, Half Moon Bay Chamber of Commerce, South San Francisco Chamber of Commerce, and Committee for Green Foothills.

I worked with the SEIU union for 3 years to pass legislation protecting the rights of franchisees. Two bills were passed by both houses in the legislature. Sadly one, reinstating good faith and fair dealing in franchise codes for the State was vetoed by the Governor. The next, giving franchisees the right to the equity built in the franchise created after was signed.

MEMORANDUM

TO: DEVA MARIE PROTO, COUNTY CLERK & REGISTRAR OF VOTERS  
FROM: CAMP MEEKER RECREATION & PARK DISTRICT  
SUBJECT: NOTICE OF OFFICES TO BE FILLED AND STATEMENT OF  
RESPONSIBILITY FOR STATEMENTS OF QUALIFICATIONS

Notice is hereby given that, pursuant to Elections Code Section 10509 (which requires notification prior to the 125<sup>th</sup> day before the election, \*July 3, 2024), the following are the elected office holders of this district whose terms will expire in 2024, and whose successors will be required to be elected at the upcoming election to be held on NOVEMBER 5, 2024.

DIRECTOR	LENGTH OF NEXT TERM (Commencing 12/06/2024)
1. <u>JOHN MCDANIEL</u>	<u>4</u> YEARS
2. <u>LYNN ELIZABETH WATSON</u>	<u>4</u> YEARS
3. <u>MAX BELL-ALPER</u>	<u>2</u> YEARS
4. _____	____ YEARS
5. _____	____ YEARS

(MARK APPROPRIATE OPTIONS BELOW)

The length of the Statements of Qualifications shall not exceed 200 words.

1. The costs incurred in the printing of the optional Statements of Qualifications (English & Spanish, if requested by the candidate) in the Voter Information Pamphlet is the responsibility of the (select one):

- ☐ District  
☐ Candidate

a. If the candidate is responsible for costs of the Statement of Qualifications, the district opts to (select one):

- ☐ Require payment in advance to the District Secretary.  
☐ Bill the candidate after the date of the election.

Note: It is the responsibility of the District to collect the costs of Statements of Qualifications from the candidates whether payment in advance or payment after the fact is required. **If advance payment is required, candidates must present a receipt from the district at the time the Statement of Qualifications is filed with the Registrar of Voters Office. Multi-county districts please be advised that the estimated cost reflects only the Sonoma County portion of the cost.**

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND SUBMIT THIS STATEMENT IN COMPLIANCE WITH ELECTIONS CODE SECTIONS 10509 AND 13307.

SEAL

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_

5-21-24



Office/District/Area	Min. \$ Amount	Max \$ Amount	Cand. or Dist. Pays? If Cand., Before or After Filing?
Timber Cove Fire Protection District	\$463	\$826	Candidate After

#### Health Care District Boards of Directors

Office/District/Area	Min. \$ Amount	Max \$ Amount	Cand. or Dist. Pays? If Cand., Before or After Filing?
Cloverdale Health Care District	\$540	\$981	Candidate After
North Sonoma County Healthcare District	\$905	\$1,710	Candidate Before
Healthy Petaluma District	\$1,114	\$2,129	Candidate Before
Sonoma Valley Health Care District	\$747	\$1,394	Candidate Before

#### Life Support District Boards of Directors

Office/District/Area	Min. \$ Amount	Max \$ Amount	Cand. or Dist. Pays? If Cand., Before or After Filing?
Coast Life Support District	\$478	\$855	Candidate After

#### Recreation and Park District Boards of Directors

Office/District/Area	Min. \$ Amount	Max \$ Amount	Cand. or Dist. Pays? If Cand., Before or After Filing?
Camp Meeker District	\$464	\$828	Candidate After

#### Water District Boards of Directors

Office/District/Area	Min. \$ Amount	Max \$ Amount	Cand. or Dist. Pays? If Cand., Before or After Filing?
Forestville Water District	\$483	\$865	District Before

**RESOLUTION NO. 2024-003**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMP MEEKER RECREATION AND PARK DISTRICT,  
SETTING AND ADOPTING AN APPROPRIATIONS LIMIT FOR THE  
2024-2025 FISCAL YEAR.**

WHEREAS, Article 13B of the Constitution of the State of California establishes appropriations limits on the proceeds of taxes for entities of government, and

WHEREAS, Proposition 111 approved by the voters in June 1990 requires that the Appropriations Limit for a governmental entity shall be fixed and adjusted from year to year by the new growth factors stated in that Proposition; and

WHEREAS, Proposition 111 allows the choice of either the California per capita personal income from the preceding year or the change in local assessment roll due to non-residential construction from the preceding year to be used as the factor for the change in the cost of living, and

WHEREAS, the Sonoma County Auditor's office has supplied this District with the figures for the annual percentage change for California Per Capita Personal Income, local population growth and a calculator for the appropriate appropriations limit based on the relevant factors, a true copy of which is attached to this Resolution and incorporated into it, and

WHEREAS the population and per capita factors are prepared by the State Department of Finance and are readily ascertainable and available factors to be used to recalculate the current year's appropriations limit, and

WHEREAS, the Board of Directors of the Camp Meeker Recreation and Park District did meet at a regular meeting on June 18, 2024 and did consider and determine based on the available factors, the recalculation of the 2024-2025 appropriations limit.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Camp Meeker Recreation and Park District has adopted an Appropriations Limit for the District for the 2024-2025 fiscal year as \$369,123.00, based on the calculation provided by the County of Sonoma.

BE IT FURTHER RESOLVED, that the Secretary of this Board is directed to attach the revised limit to the adopted 2022-2023 budget, to forward a copy of the resolution to the Sonoma County Auditor and to file the required report with the State Controller.

BE IT FURTHER RESOLVED, that the Secretary of this Board is directed to retain all calculation sheets and adjustment factor data for three years.

The foregoing resolution was duly read and voted on at a regular meeting of the Camp Meeker Recreation and Park District Board of Directors on the 18th June, 2024 by the following vote of the Board:

Vote	Yes	No
Helfrich		
McDaniel		
Larson		
Bell-Alper		
Watson		

TOTALS:      AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSTENTIONS/ABSENT \_\_\_\_\_

Whereupon the President declared the foregoing resolution adopted, and SO ORDERED, this 18th day of June 2024

So Ordered:

\_\_\_\_\_  
Gary Helfrich, President

ATTEST:

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

\_\_\_\_\_  
June 18, 2024

"P1" CALCULATION OF APPROPRIATION LIMITS

	23-24	24-25
PER CAPITA INCREASE	1.0444	1.0362
POPULATION CHANGE	0.9947	0.9973
POPULATION FACTOR USED	(COUNTY TOTAL)	(COUNTY TOTAL)
<u>FIRE DISTRICTS:</u>		
71301 RANCHO ADOBE	7,768,620 *	8,028,109
71451 GRATON	1,857,755	1,919,808
71551 KENWOOD	840,505	868,580
71601 MONTE RIO	1,262,733	1,304,911
71750 SCHELL-VISTA	2,227,371	2,301,770
71801 GOLD RIDGE	15,000,000 *	15,501,034
71901 SONOMA COUNTY FIRE DISTR	38,437,993	39,721,909
71951 NORTHERN SONOMA COUNTY	3,736,992 *	3,861,816
72001 TIMBER COVE	316,125	326,684
72051 CLOVERDALE	2,385,359	2,465,035
72751 NORTH SONOMA COAST	3,736,992	3,861,816
72901 SONOMA VALLEY FIRE DISTRICT	23,407,177	24,189,030
SUBTOTAL	100,977,622	104,350,502
<u>REC &amp; PARK DISTRICTS:</u>		
72151 CAMP MEEKER	357,192	369,123
72251 MONTE RIO	424,788	438,977
72301 RUSSIAN RIVER	735,305	759,866
SUBTOTAL	1,517,285	1,567,966
<u>OTHER DISTRICTS:</u>		
72550 OCCIDENTAL CSD	498,755	515,415
72601 CAZADERO CSD	449,707	464,728
72701 COAST LIFE SUPPORT	3,049,773	3,151,642
74501 SONOMA COUNTY TRANSPORTATION AUTHORITY	62,385,439	64,469,254
74807 SONOMA COUNTY LIBRARY	52,554,990 *	54,310,445
76151 FORESTVILLE WTR	228,418	236,048
76901 BODEGA BAY P.U.D.	967,585	999,905
77051 NO SO CO HOSPITAL	22,680,696	23,438,283
78350 SMART	169,517,285	175,179,545
SUBTOTAL	312,332,648	322,765,265
TOTAL LOCAL BOARDS	414,827,555	428,683,733

\*Figure Adopted by district replaces limit calculated by the Auditor's Office.

PRELIMINARY BUDGET TRANSACTIONS 2022-2023 RECAP SHEET									
Camp Meeker Recreation & Park District									
Index #	FUND #10	FUND 16	FUND 40	FUND 50	FUND 70				
A- Estimate of Fund Balance:	R&P	R & P: Cap	Water Op	Wtr: Cap Rpmt	USDA (A&B Debt)				
Cash on Hand 5/28/2024	252,449	-	80,173	891,485	136,235				
Estimated Revenue	5,357	-	26,002	47,258	-				
Accounts Receivable	-	-	8,000						
Estimated Expenditures	14,404	-	29,036	-	-				
Accounts Payable	6,500	-	9,000						
Estimated Fund Balance 6/30/24	231,558		76,139	938,743	136,235				
<b>B-Analysis of Fund Balance/Unreserved/Undesignated</b>									
Estimated Fund Balance 6/30/24	231,558.27		76,139	938,743	136,235				
Encumbrances	-	-							
General	-	-							
Other	-	-							
Designations	184,107	-	23,634	916,440	264,941				
Fund Balance Unreserved/Undesignated	6,507		52,505	22,303	(128,706)				
<b>C-Summary of District Budget</b>									
Fund Balance Unreserved/Undesignated	6,507		52,505	22,303	(128,706)				
Cancellation of Prior Year Reserves/Designations	184,107		23,634	916,440	264,941				
Estimated Revenue	123,800	-	490,000	62,500	124,000				
Total Available Financing	314,414		566,139	1,001,243	260,235				
Appropriations	123,800	-	485,300	150,000	93,241				
Provisions for Reserves and/or Designations	190,614		80,839	851,243	166,994				
Total Financing Requirements	314,414		566,139	1,001,243	260,235				
Director	Director		Director		Director				Director
Prop 4 Resolution 2024-003 \$369,123									
Resolution 2024-004									
Preliminary Budget Transactions Approved On:									
June 18, 2024									
District Administrator: Cheryl Doran-Girard									
Address: PO Box 820, McCloud, CA 96057									
Phone: 707-696-2876									



CAMP MEEKER RECREATION AND PARK DISTRICT  
RECREATION AND PARK FUND-10  
PRELIMINARY BUDGET 2024-2025

GL CODE	Segment		Final Budget 2024	Actual Plus Estimate @ 6/30/2024	Total Budget Variance - Final	PROPOSED BUDGET 2024- 2025
Revenue						
4001	.00	Property Taxes-CY Secured	107,500	108,670	1,170	114,000
4020	.00	Property Taxes-CY Supplemental	-	3,874	3,874	-
4040	.00	Property Taxes-CY Unsecured	-	917	917	-
4060	.00	Property Taxes-PY Secured	-	(46)	(46)	-
4091	.00	Property Taxes-PY Supplemental	-	(5)	(5)	-
4101	.00	Interest Pooled Cash -Sonoma	-	26	26	-
4110	.00	Interest Earned-Wells Fargo	500	3,367	2,867	2,400
4210	10	Rental Fees-Anderson Hall	7,500	7,445	(55)	5,000
4215	.00	Rental Fees-Other	1,900	2,058	158	1,900
4220	.00	State-Home Owner Property Tax	500	498	(2)	500
4221	.00	State-Other In Lieu -Fish &	-	3	3	-
4250	.00	Donations	-	-	-	-
4290	.00	Miscellaneous Revenue	-	87	87	-
4625	.00	Transfers-Within Fund In	-	-	-	-
		Total Revenue	117,900	126,894	8,994	123,800
Expenditures						
5017	00	Worker Compensation Insurance	1,500	519	(981)	-
5101	00	Communications-Telephone	1,350	914	(436)	950
5105	10	Communications-ISP Website	750	666	(84)	750
5110	00	Communications-Website Other	750	31	(719)	1,250
5112	10	Communications-WIFI	750	604	(146)	750
5184	10	Janitorial Supplies	500	192	(308)	350
5185	10	Janitorial Services	1,500	665	(835)	1,250
5210	00	Insurance-Property & Liability	4,000	3,423	(577)	6,000
5301	10	Maintenance-Beach and Parks	5,000	2,400	(2,600)	2,500
5302	10	Maintenance-Bldgs & Improve	-	266	266	12,500 *
5401	00	Memberships	750	437	(313)	500
5405	00	Miscellaneous	1,000	150	(850)	1,000
5405	10	Miscellaneous	500	-	(500)	500
5410	00	Office Supplies	750	209	(541)	750
5416	00	Lease-Accounting Software	1,250	1,246	(4)	1,350
5420	00	Training-Administrative	150	-	(150)	150
5425	00	Postage	175	227	52	350
5426	00	Printing Services	450	473	23	750
5427	00	Supplies	450	120	(330)	500
5427	10	Supplies	300	24	(276)	750
5501	00	Professional Fees-Web	500	774	274	1,000
5501	10	Professional Fees-Web	500	153	(347)	350
5520	00	Administrative Services	15,480	19,729	4,249	21,000
5521	00	Training Costs-Other	-	-	-	-
5531	00	Community Education	-	-	-	-
5540	00	LAFCO Charges	450	450	-	650
5550	00	Legal Services	18,000	9,801	(8,199)	18,000
5550	10	Legal Services	-	360	360	-
5555	00	Professional Services-Auditor	7,000	14,724	7,724	7,500
5556	00	Professional Services-Accounting	10,320	13,457	3,137	15,000
5570	10	Service Fee-Square	225	-	(225)	-
5571	00	Late Fees	-	-	-	-
5575	00	Bank Service Fees	500	35	(465)	150
5576	00	Property Tax Administration Fee	1,200	1,137	(63)	1,350
5577	00	Recording-Filing Fees	-	-	-	-
5590	00	Gas and Oil	100	85	(15)	150
5590	10	Gas and Oil	1,250	1,137	(113)	1,350
5591	10	Equipment Rentals	-	136	136	250
5592	00	Water and Sewer	600	626	26	750
5592	10	Water and Sewer	750	713	(37)	1,000
5594	00	Utilities	550	651	101	750
5594	10	Utilities	700	784	84	1,000
		Total Service and Supplies	80,000	77,318	(2,682)	103,150
8510	10	Remodel/Rehab/Renovate	25,000	247,808	222,808	20,000
8514	10	Maintenance & Repair-Major	136,000	240	(135,760)	-
8516	00	Restoration	-	-	-	-
8521	00	Survey/Topography	-	-	-	-
8625	00	Tfr Within Fund	-	-	-	-
9001	00	Contingency	-	-	-	650
		Total Fixed Assets	161,000	248,048	87,048	20,650
		Total Expenditures	241,000	325,366	84,366	123,800
		Excess of Income Over (Under) Expense	(123,100)	(198,472)	(75,372)	-

CAMP MEEKER RECREATION AND PARK DISTRICT  
WATER OPERATIONS-FUND 40  
PRELIMINARY BUDGET 2024-2025

GL CODE		Final Budget 2024	Actual Plus Estimate @ 6/30/2024	Total Budget Variance - Final	PROPOSED BUDGET 2024- 2025
	Revenue				
4010	Direct Charges-Current Year	124,000	120,479	(3,521)	124,000
4061	Direct Charges -Prior Year	-	593	593	-
4101	Interest Pooled Cash -Sonoma County	-	36	36	-
4260	Reimbursements	91,000	13,346	(77,654)	91,000
4310	Sales of Water-Residential	297,500	271,425	(26,075)	275,000
4410	Revenues From Other Governments	-	-	-	-
4625	Transfers-Within Fund In	<u>127,500</u>	<u>-</u>	<u>(127,500)</u>	<u>-</u>
	Total Revenue	640,000	405,879	(234,122)	490,000
	Expenditures				
5017	Worker Compensation Insurance	1,200	1,211	11	-
5101	Communications-Telephone	600	761	161	750
5105	Communications-ISP Website	600	619	19	750
5110	Communications-Website Other	500	73	(427)	750
5112	Communications-WiFi	750	1,261	511	1,250
5210	Insurance-Property & Liability	8,750	7,986	(764)	9,500
5401	Memberships	950	1,320	370	1,500
5405	Miscellaneous	6,300	365	(5,935)	1,500
5410	Office Supplies	850	602	(248)	1,000
5416	Lease-Accounting Software	2,520	2,164	(356)	2,700
5420	Training-Administrative	200	-	(200)	200
5425	Postage	175	200	25	200
5426	Printing Services	1,000	841	(159)	750
5427	Supplies	1,000	1,242	242	500
5501	Professional Fees-Web	750	2,468	1,718	1,250
5510	County Services	-	-	-	-
5515	Contract Services-Water Operations	150,000	126,521	(23,479)	127,500
5520	Administrative Services	23,220	24,643	1,423	24,500
5540	LAFCO Charges	1,250	700	(550)	1,250
5550	Legal Services	12,500	8,285	(4,215)	12,500
5555	Professional Services-Auditor	14,500	21,704	7,204	19,500
5556	Professional Services-Accounting	15,480	18,936	3,456	17,500
5565	Fiscal Agent Fees	1,250	-	(1,250)	-
5567	SCWA-Water Agency Fees	4,500	7,231	2,731	7,500
5575	Bank Service Fees	100	349	249	350
5576	Property Tax Administration Fee	3,600	-	(3,600)	-
5585	Public/Legal Notices	850	398	(452)	600
5587	Water System Fees-State	3,500	3,883	383	3,500
5590	Gas & Oil	-	122	122	-
5592	Water & Sewer	-	23	23	-
5594	Utilities	<u>12,500</u>	<u>16,407</u>	<u>3,907</u>	<u>16,500</u>
	Total Service and Supplies	269,395	250,315	(19,080)	253,800
8511	Maintenance & Repair	-	-	-	16,500
8565	Equipment 2	200,000	-	200,000	91,000
8625	Tfr Within Fnd-Out	174,000	122,349	51,651	124,000
9001	Contingency	<u>205</u>	<u>-</u>	<u>205</u>	<u>-</u>
	Total Fixed Assets	374,205	122,349	251,856	231,500
	Total Expenditures	<u>643,600</u>	<u>372,664</u>	<u>232,776</u>	<u>485,300</u>
	Income Over (Under) Expense	(3,600)	33,215	(466,897)	4,700

CAMP MEEKER RECREATION AND PARK DISTRICT  
WATER CAPITAL FUND-50 (RESTRICTED)  
PRELIMINARY BUDGET 2024-2025

		Final Budget 2024	Actual Plus Estimate @ 6/30/2024	Total Budget Variance - Final	PROPOSED BUDGET 2024- 2025
GL CODE					
Revenue					
Interest Earned-Wells Fargo					
4110	Bank	9,000	12,702	3,702	12,500
4260	Reimbursements	-	-	-	-
4625	Transfers-Within Fund In	50,000	30,000	(20,000)	50,000
	Total Revenue	59,000	42,702	(16,298)	62,500
Expenditures					
5575	Bank Service Fees	1,200	-	(1,200)	-
8625	Tfr Within Fnd-Out	219,850	33,000	(186,850)	150,000
	Total Expenditures	221,050	33,000	(188,050)	150,000
Income Over (Under)					
	Expense	(162,050)	9,702	(171,752)	(87,500)

CAMP MEEKER RECREATION AND PARK DISTRICT  
 USDA DEBT-WATER FUND 70  
 PRELIMINARY BUDGET 2024-2025

GL CODE		Final Budget 2024	Actual Plus Estimate @ 6/30/2024	Total Budget Variance - Final	PROPOSED BUDGET 2024- 2025
	Revenue				
4290	Miscellaneous Revenues	-	-	-	-
4625	Transfers-Within Fund In	124,000	76,090		124,000
	Total Revenue	124,000	76,090	-	124,000
	Expenditures				
7910	Long Term Debt-Principal	45,000	45,000	-	47,000
7911	Long Term Debt-Interest	48,426	48,381	45	46,241
8625	Tfr Within Fnd-Out	-	-	-	-
	Total Expenditures	93,426	93,381	45	93,241
	Income Over (Under) Expense	30,574	(17,291)	(45)	30,759