

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

Tuesday, December 17, 2013, 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.

VII. CONSENT ITEMS (10 minutes)

- A. Approval of minutes
- B. Payment of claims
- C. Journal Entry Approval
- D. Administrative and Financial Report

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

- A. Report on operations for the current month

IX. OATH OF OFFICE (Lynn Watson, 5 minutes)

DESCRIPTION: President Watson will administer the oaths of office to Director Rusch for his four-year term that commenced December 6, 2013.

X. ACTION ITEMS

- A. UPDATE: RESOLUTION/RESTORATION OF UNITED STATES POSTAL SERVICES TO CAMP MEEKER AND RE-OPENING OF THE "TRAILER" USED AS THE CAMP MEEKER POST OFFICE (Anthony Tominia, 5 minutes)

DESCRIPTION: The District will review progress of the Postal Service communications regarding re-opening of the Camp Meeker Post Office and other related issues including a recent donation.

PROPOSED ACTION: The Board may/may not approve further action.

- B. PARKING LOT STRIPING (Anthony Tominia, 5 minutes)

DESCRIPTION: Director Tominia will provide a striping plan for the parking lot for parking spaces and fire lines and discuss cost estimates for the services, if any.

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

C. LIEN APN 075-141-003, GEORGE WENZLAFF FOR WATER SERVICES AT 87 CALIFORNIA STREET, CAMP MEEKER (Russian River Utility, 5 minutes)

DESCRIPTION: The Board will review and discuss authorization of a lien against APN 075-141-003 owned by George Wenzlaff for water services provided in the amount of \$3,486.86 at 87 California Street, Camp Meeker.

PROPOSED ACTION: The Board may/may not authorize filing of lien against property at 87 California Street, Camp Meeker, APN 075-141-003.

D. SONOMA COUNTY NEW FINANCIAL SYSTEM COSTS (Staff, 15 minutes)

DESCRIPTION: The County of Sonoma is instituting a new web-based accounting system (Enterprise Financial System or "EFS") to replace the current FAMIS server-based system effective with the July 1, 2014 fiscal year. The District has been advised that it will be required to pay a portion of the 10-year amortization costs (\$3,802) for Phase 1 of the system in addition to what the District currently pays under the County's cost plan (\$8,040 in fiscal 2012-2013). This is an estimated total of \$11,842.00 for the 2014-2015 fiscal year and going forward for the next ten years. The \$3,802.00 covers only Phase 1 of the EFS system; and, there will be an additional Phase 2 increase of approximately the same amount in the 2015-2016 fiscal year. The amortization charges going forward from 2015-2016 will amount to an estimated \$7,600.00 in addition to whatever the County determines the ongoing costs to be. The total County costs in 2015-2016 and going forward could be in excess of \$15,000. The Board will discuss these costs and their impact given the District's future funding projections.

PROPOSED ACTION: The Board may appoint a sub-committee to research the District's legal, financial and operational options in light of the increased costs.

E. OCCIDENTAL COMMUNITY SERVICES PROMISSORY NOTE

DESCRIPTION: In the course of the preparations for the District's annual audit, it became apparent that the promissory note in the amount of \$125,000.00 (secured by APN 073-200-046, 15200 Bittner Road, Occidental) approved by Camp Meeker Board Resolution 2005-003A on May 14, 2005, drafted by District Counsel Manwell and transmitted to Russian River Utility on November 29, 2008 for signature by the Occidental Community Services Board may never have been signed. According to draft documents, the terms of the note require annual payments of \$6,672.50 commencing one-year after completion of OCSD's project completion with the entire balance payable in three years from the date of completion. According to Hal Wood, the OCSD project was completed in 2005; therefore, the remaining balance due at 6/30/2013 of \$115,448.78 has been due in full since at least 2009. Occidental Community Services District has been billed and has paid annual payments. The Board will discuss the note and related issues.

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

F. US BANK FRAUD ISSUE (Cathie Anderson/Staff, 5 minutes)

DESCRIPTION: In March 2013, the District established a checking account with US Bank to accommodate the transmittal of funds received by PayPal for Anderson Hall rentals and deposits and subsequent deposit to the County of Sonoma. The account has had a balance of \$294.00 since April 30, 2013. The District began receiving overdraft notifications shortly after Thanksgiving for purchases in Orange County, California totaling \$698.96 were made by a Visa check card associated with the checking account that was never received by the District. The District's Treasurer has contacted the Prevention Division of US Bank and completed appropriate documents to resolve the issue. To date US Bank has not sent written confirmation of the fraud to the District; however, the card has been cancelled and is no longer associated with the District's bank account.

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

G. UPDATE: PLAYGROUND RENOVATION (Cathie Anderson/Jeff Rusch, 10 minutes)

DESCRIPTION: The Board will review an update on matters surrounding the beach area playground restoration plans, fundraising and related matters.

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

XI. 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.

XII. 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](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, November 19, 2013, 7:00 pm  
DISTRICT OFFICE (Next to the Fire Station)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order by President Watson at 7:03 p.m.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

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

The motion was approved.

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

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

There was no public comment.

VI. CONSENT ITEMS

A. Approval of minutes

As there were no corrections to the minutes of October 15, 2013 a motion was made by Cathie Anderson and seconded by Gary Helfrich to approve the minutes of the October 15, 2013 Board meeting as written.

The motion was approved.

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

B. Payment of claims

Ms. Doran-Girard presented warrant requests as follow for payment. After discussion, a motion was made by Gary Helfrich, and seconded by Cathie Anderson to approve the following warrants requests:

G2013-2014-005 (R&P-November) \$ 6,640.56

W2013-2014-005 (Water-November) \$12,295.71

The motion was approved.

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

C. Journal Entry Approval

No journal entries were presented for approval.

D. Administrative and Financial Report

Ms. Doran-Girard advised the Board that the audit for fiscal 2012-2013 still in process.

Additionally, she informed the Board that US Bank has issued the "department" credit card discussed last month and detailed the procedures for its safekeeping when not in use, that the US Bank account (established for PayPal/Anderson Hall rental fees) has a balance of \$294.00 unchanged from last month. Other various other items of correspondence received this month were detailed for the Board.

VIII. REPORT OF THE WATER SYSTEM OPERATOR

- A. Jamie Dunton of Russian River Utility reported that operations for the current month are running smoothly. It was agreed that Anthony Tominia and Lynn Watson would work to resolve issues with a past due customer account. Gary Helfrich inquired as to distribution of bottles for home water quality testing, and, was advised bottles would be distributed shortly for water quality testing.

IX. OATH OF OFFICE

DESCRIPTION: President Watson administered the oaths of office to Directors Helfrich, and Tominia for their four-year terms commencing December 6, 2013.

X. OLD BUSINESS

A. CAMP MEEKER VOLUNTEER FIRE DEPARTMENT: LEASE CONTRACT/UTILITIES

DESCRIPTION: The Board discussed progress of the renegotiation of the Lease agreement for the CMVFD site that requires that the District pay all utilities for the Fire Department regardless of which entity incurred the cost for the lease period of (30) thirty-years. Gary Helfrich advised that the lease was improperly written initially, and that as the CMVFD has not paid its rent for the site since 2010, this is the time for the District and the Fire Department to correct the mistake and re-negotiate the Lease. Director Helfrich suggested that staff direct District Legal Counsel Manwell to draft a letter advising that the Board of the CMVFD that District is proposing that all parties get together to re-negotiate the lease. Director Anderson stated that she would like to insure that there are limits to costs assumed by the District.

ACTION: A motion was made by Gary Helfrich and seconded by Cathie Anderson that the District wishes to renegotiate the Fire Department Lease and directs staff to contact District Counsel Manwell and instruct he send a letter to the CMVFD that the District is executing its rights under the terms of the lease-and wishes to meet the CMVFD Board as soon as possible in order to negotiate a new lease.

The motion was approved.

Ayes: 3      Noes: 0      Abstain: 1      Absent: 1

B. UPDATE: PLAYGROUND RENOVATION

DESCRIPTION: Director Tominia read Director Rusch report regarding the recent playground volunteer work and related tasks. Director Anderson stated that she would like to see the sign about the playground professionally painted by Jennie Mountjoy. The Board expressed concern that there is no detailed project budget in place beyond the total amount to be spent and use of the District's credit card was reviewed in conjunction with detailed project reporting procedures surrounding the beach area playground restoration project.

ACTION: A motion was made by Cathie Anderson, and seconded by Gary Helfrich that the District credit card established for individual projects be placed in the District's safe. The US Bank individual project card is to be issued by the District Treasurer to appropriate individuals

who will sign a log and the District's credit card agreement. All receipts for District projects will be provided to bookkeeping staff in a timely manner and each project will require a detailed budget and monthly reports to the Board regarding progress and spending.

The motion was approved.

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

C. UPDATE: INSURANCE COVERAGE—DISTRICT VOLUNTEERS

DESCRIPTION: The Board discussed State Compensation Insurance Fund's coverage for the District's volunteers on a project-by-project basis. The Board also reviewed limitations of coverage, records to be submitted to SCIF and allocation of premiums to individual projects.

ACTION: The Board took no further action.

D. UPDATE: UNITED STATES POSTAL SERVICE CONSTRUCTION AND CLOSURE OF THE "TRAILER" USED AS THE CAMP MEEKER POST OFFICE

DESCRIPTION: Director Tominia reviewed progress of communications with the Postal Service the Camp Meeker Post Office and its impact on the residents and advised that Rep. Huffman's office has informed him that the USPS is also no longer taking their calls.

ACTION: The Board took no further action.

XI. NEW BUSINESS

E. RESOLUTION 2013-014: LEASE RENEWAL--UNITED STATES POSTAL SERVICE

DESCRIPTION: Director Tominia explained that Richard Ellis, Inc., contractor in charge of USPS dispositions and leasing, has contacted the District with a proposal for the renewal of the USPS lease with the District that expires in March 2014.

The proposed terms are the base rental of \$1,727.00 annually all terms as in the current lease with the exception that the District will pay the USPS leasing representative a leasing fee of 3% (possibly for the entire five year rental amount). Acceptance of the proposal requires an enabling Resolution and/or signing authority.

ACTION: A motion was made by Anthony Tominia, and seconded by Cathie Anderson that the Board accept the proposal from CBRE for USPS leasing agent and related terms and move forward with the lease renewal with the stipulation that the "Area" reflect the terms of the current lease and authorize Board President Watson to execute the lease documents when received by the District.

The motion was approved.

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

F. DISTRICT COMMUNICATIONS POLICY AND PROCEDURE

DESCRIPTION: Director Helfrich reviewed the statement of communications policies and procedures as well as responsibilities of the District's "Communications Officer." He went on to detail the implications of State law, the Public Records Act and related issues as well as the importance of all communications being handled by the Board President in advance of publication or interviews.

ACTION: A motion was made by Anthony Tominia, and seconded by Cathie Anderson to adopt the District communications policy and procedures as presented.

The motion was approved.

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

G. PARKING LOT STRIPING

DESCRIPTION: Director Tominia advised that there would be no cost for striping plan the parking lot for parking spaces and fire lanes; however, the plan is not yet complete. Director Helfrich recommended that state standards be used as and these are available on the CalTrans website.

ACTION: A motion was made by Anthony Tominia, and seconded by Gary Helfrich to review the striping plan at the next Board meeting.

The motion was approved.

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

XI. 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 related concerns about log removal, milling of existing logs.

Director Tominia informed the Board of his communications regarding the graffiti with Tom O'Kane. He was directed to graffiti removal unit staff member, Chris Wynn.

Additionally, he advised that Cal Fire Con Crew would work the berry removal with supervision from the Board pro bono.

XII. 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 November 2013 meeting of the Camp Meeker Board of Directors be adjourned.

The motion was approved.

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

The meeting adjourned at 8:16 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2013-11-19draftmins-cdg1



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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:** DECEMBER 17, 2013 WARRANTS AND FINANCIAL INFORMATION  
**DATE:** DECEMBER 17, 2013

Financial Statements and Warrant Detail are in the board packet following this memorandum. Financial data is based on reviewed updated 11/30/2013 FAMIS data and revenue/expenses to December 12.

G2013/2014-006	R&P (December 2013)	3,837.96
W2013/2014-006	Water (December 2013)	12,096.90

Cash balances are updated from FAMIS balances at 11/30, funds received to date.

Financial statements contain data through December 12, 2013. 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 in hand, water funds allocation and finally the financial statements are placed behind the individual warrant details.

Russian River Utility has forwarded the bank statement. The transfer checks are prepared for signature at the meeting. The allocation of funds has been updated in Monthly Cash Balances sheet of your financials. Transfer amounts are determined by actual debt requirements and other factors are noted on the allocation sheet.

Audit tasks for 6/30/2013 continue to be in process. I am concerned that the draft that was promised for the December meeting is not yet complete despite repeated emails and calls to move the process to conclusion.

In the event that you need to contact me, you can reach me at voicemail/office 707-545-2108, email at [admin@campmeeker.org](mailto:admin@campmeeker.org) or as a last resort via cell phone 707-696-2876.



Vendor #	Vendor	SubObj	Amount	Explanation
456480	Doran-Girard, Cheryl	6410	9.00	Postage
456480	Doran-Girard, Cheryl	6573	732.00	Consulting-Nov/Dec
456480	Doran-Girard, Cheryl	6630	174.00	Consulting-Nov/Dec
456480	Doran-Girard, Cheryl	6631	600.00	Consulting-Nov/Dec
456480	Doran-Girard, Cheryl	6610	348.75	Consulting-Nov/Dec
456106	Rusch, Jeff	8511	736.60	Playground Project
456181	AT&T	6040	182.05	Telephone
456010	PGE	7320	87.91	Electric Services
456171	Perry, Johnson, Anderson, Miller	6610	496.00	Legal Services
456014	Lopez, Jessica	6085	160.00	Anderson Hall
456078	Fedex Office	6430	22.91	Photocopy
456152	Watson, Lynn	5913	30.00	Dir Fee
456112	Anderson, Cathie	5913	30.00	Dir Fee
456115	US Bank	6040	166.70	Pay Phone & Sonic
456115	US Bank	6461	62.04	Movie Night

3,837.96

**Camp Meeker Recreation & Park District****Warrant # W2013/2014-006**

<b>Vendor #</b>	<b>Vendor</b>	<b>SubObj</b>	<b>Amount</b>	<b>Explanation</b>
456167	Russian River Utility	6540	7,726.40	Contract
456167	Russian River Utility	7320	215.85	Electricity
456480	Doran-Girard, Cheryl	6573	314.25	Consulting
456480	Doran-Girard, Cheryl	6630	174.75	Consulting
456480	Doran-Girard, Cheryl	6631	795.00	Consulting
456480	Doran-Girard, Cheryl	6610	348.75	Postage
456078	Fedex Office	6430	22.90	Photocopies
456171	Perry, Johnson	6610	285.00	Legal
456038	Department of Public Health	6300	2,214.00	Sm Wtr Fee

12,096.90



[illegible][illegible][illegible]

Camp Meeker Recreation & Park--Operations					
BUDGETED FINANCIAL STATEMENT					
		12/17/13			
Income		FINAL	AMOUNT	BALANCE	%
		BUDGET			
1000	Property Tax CY Secured	49,000	-	49,000	0.00%
1001	Fiat Charges--Current Year	-	-	-	
1007	Fiat Charges-CY Secured	-	-	-	
1010	CY Miscellaneous	-	-	-	
1011	SB 2557 Prop Tax Admin	-	-	-	
1012	Property Tax Shift Adj	-	-	-	
1013	Prop 1A Suspension	-	-	-	
1020	Property Tax CY Supp	-	-	-	
1040	Property Tax CY Unsecured	-	-	-	
1042	Cost Reim-Col Del Cy UNS	-	-	-	
1060	Prop Tax-PY Secured	-	-	-	
1061	Fiat Charges-Prior Year	-	-	-	
1080	Prop Tax-Py Supp	-	-	-	
1100	Property Taxes--PY Unsecured	-	-	-	
1700	Interest--Pooled Cash	150	50	100	
1801	Rent-Real Estate	7,000	2,589	4,411	36.98%
2080	St-Other In Lieu	-	-	-	
2440	ST- Hopter	500	-	500	0.00%
2580	ST-Grant	-	-	-	
3660	Charges For Services	-	-	-	
3980	Revnuw Applic To Prior Yr	-	125	(125)	
4020	Historical-Sales	50	-	50	
4040	Miscellaneous Revenues	-	63	(63)	
4102	Reimburse/Donations	15,000	5,000	10,000	
4109	Outdated/Cancelled Warrants	-	160	(160)	
4113	Returned Checks	-	-	-	
4620	Fund Tfr	22,500	-	22,500	
	<b>Total Revenues</b>	<b>94,200</b>	<b>7,987</b>	<b>86,213.17</b>	<b>8.48%</b>
Personnel Expenditures		BUDGET	AMOUNT	BALANCE	%
5911	Extra Help	-	-	-	
5913	Boards/Commissions-LOC Bds	720	360	360	50.00%
5922	FICA-Retirement	-	-	-	
5924	Medicare	-	-	-	
5935	Unemployment Insurance	-	-	-	
5940	Workers Compensation Ins.	378	378	-	100.00%
	<b>Total Salaries/Benefits</b>	<b>1,098</b>	<b>738</b>	<b>360</b>	<b>67.21%</b>

## BUDGETED FINANCIAL STATEMENT

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Camp Meeker Recreation & Park--Water Operations				12/17/13	
BUDGETED FINANCIAL STATEMENT					
Income		BUDGET	AMOUNT	BALANCE	%
1001	Flat Charges	122,000	-	(122,000)	0.00%
1007	Flat Charges-CY Secured -July	-	-	-	
1061	Flat Charges-Prior Year	-	-	-	
1700	Interest--Pooled Cash	-	(3)	(3)	
1460	Water Permit Fees	-	-	-	
2900	OCSD Note Payment	-	-	-	
4031	Sale-Water	-	-	-	
4032	Sale-Water Residential	160,000	61,979	(88,571)	38.74%
4101	Insurance Rebate	-	-	-	
4106	Refunds	(755.00)	-	755	
4109	Outdate/Cancel Warrants	-	-	-	
4620	Transfer W/In Fund	30,000	-	(30,000)	
	<b>Total Revenues</b>	<b>311,245</b>	<b>61,976</b>	<b>(239,819)</b>	<b>19.91%</b>
Operating Expenditures		BUDGET	AMOUNT	BALANCE	%
5940	Worker Compensation	300	252	(6)	84.00%
6040	Communications	2,265	335	(1,930)	
6100	Insurance	4,900	-	(4,900)	
6150	Maintenance-Hydrants	-	-	-	
6166	Bridge Repair	-	-	-	
6280	Memberships	123	-	(123)	0.00%
6300	Miscellaneous Expense	1,500	2,383	883	158.85%
6400	Office Expense	500	105	(395)	20.93%
6410	Postage Expense	385	11	(374)	2.96%
6430	Printing Services	757	158	(599)	20.81%
6461	Supplies/Expenses	-	-	-	
6463	Resource Materials	-	-	-	
6500	Professional Services	-	-	-	
6521	County Services	4,824	-	(1,676)	0.00%
6540	Contract Services	97,000	43,533	(53,468)	44.88%
6580	Conventions & Meetings	-	-	-	
6573	Administrative Services	17,000	4,881	(12,119)	
6587	LAFCO Operating	418	-	(177)	0.00%
6610	Legal Services	10,000	2,422	(6,705)	24.22%
6630	Audit/Accounting Services	8,500	4,844	(3,657)	56.98%
6631	Bookkeeping Services	15,750	5,572	(10,178)	35.38%
6637	Prop Tax Administration	975	-	(975)	0.00%
6800	Public Legal Notices	400	315	(85)	78.75%
7005	Election Expense	-	-	-	
7320	Utilities	3,500	2,673	(827)	76.38%
7335	Storm Damage	-	-	-	
	<b>Total Services/Supplies</b>	<b>169,097</b>	<b>67,482</b>	<b>(97,305)</b>	<b>39.91%</b>
Fixed Assets:		BUDGET	AMOUNT	BALANCE	%
8452	Damages	-	-	-	
8500	Land	-	-	-	
8511	Remodel/Rehab	-	-	-	
8515	Engineering Services	-	-	-	
8521	Repairs/Maintenance	-	-	-	
8560	Equipment	5,000	-	(5,000)	
8620	Transfers W/I A Fund	122,000	-	(122,000)	0.00%
		-	-	-	
		-	-	-	
	<b>Total Fixed Assets</b>	<b>127,000</b>	<b>-</b>	<b>127,000</b>	<b>0.00%</b>
9000	Appropriation For Contingency	-	-	-	
	<b>Total Budget</b>	<b>296,097</b>	<b>67,482</b>	<b>29,695</b>	<b>22.79%</b>



December 10, 2013

**RE: CAMP MEEKER PAST DUE ACCOUNTS**

- **Accounts 1, 2, 6, 8, 15, 19, 23, 24, 47, 59, 60, 62, 68, 79, 102, 105, 110, 114, 115, 118, 119, 120, 121, 122, 124, 125, 126, 128, 129, 133, 134, 137, 140, 145, 150, 152, 164, 180, 182, 185, 192, 194, 207, 220, 226, 237, 246, 252, 270, 276, 297, 322, 323, 330, 338, 339, 344, 355 and 358:** Past due notices will be sent on December 27 and lock off will be scheduled for January 7, 2014.
- **Account 127:** This account should be considered for a lien, despite the regular \$200 monthly payments. The customer has had an on-going massive bathroom leak and has recently started shutting the water off and using it only when necessary. The use has dropped down to 3,000 gallons this past month. It is a delicate situation and should be discussed at the December Board meeting.

It has been asked if the late fees can be waived (upwards of \$494) since payments have been coming in each month. Please have the Board decide this at the December meeting.

- **Lock offs are scheduled for 12/19/13, and then again on 1/7/14.**

	CAMP MEEKER RECREATION AND PARK DISTRICT						
	PAST DUE REPORT				Dec-13		
ACCT #	CURRENT	1 - 30.	31 - 60	61+	LAST PAYMENT		TOTAL
1	40.02	11.45			229.07	12/3/13	51.47
2	101.30	17.16			343.26	12/3/13	118.46
3	45.58	2.40			48.08	12/6/13	47.98
4	97.83	115.11	113.48	95.10	150.00	11/8/13	421.52
6	57.35	56.72			180.00	10/11/13	114.07
8	74.90	25.81			44.00	11/8/13	100.71
12	56.23	4.20			84.06	12/3/13	60.43
15	43.62	49.21	2.32		46.32	11/1/13	95.15
18	40.04	2.11			42.14	12/3/13	42.15
19	65.45	62.45	42.92		110.00	11/15/13	170.82
20	46.98	2.39			47.70	11/26/13	49.37
23	44.46	46.73			137.26	10/21/13	91.19
24	40.78	42.00			137.52	11/5/13	82.78
25	40.00	2.10			42.09	11/26/13	42.10
26	40.30	2.12			42.42	11/26/13	42.42
27	40.00	1.48			40.00	11/21/13	41.48
28	46.90	2.81			45.00	11/21/13	49.71
30	46.80	2.28			45.51	11/26/13	49.08
34	42.14	2.31			46.13	12/3/13	44.45
37	46.06	2.36			47.16	12/3/13	48.42
38	46.82	2.44			48.86	12/3/13	49.26
40	40.00	2.02			40.40	12/3/13	42.02
41	52.55	2.93			58.67	12/6/13	55.48
42	46.90	2.32			46.32	11/26/13	49.22
45	40.16	42.17	2.11		42.20	10/30/13	84.44
46	47.14	49.03	2.47		49.49	10/30/13	98.64
47	48.62	59.20	53.49		67.55	10/18/13	161.31
59	40.04	42.42			83.44	10/11/13	82.46
60	47.66	53.24	49.72	3.21	64.18	10/1/13	153.83
62	40.08	42.00			129.15	10/18/13	82.08
63	40.00	2.10			40.00	11/15/13	42.10
64	40.00	2.10			40.00	11/15/13	42.10
68	49.78	48.06			120.00	10/29/13	97.84
72	40.32	2.00			40.00	12/6/13	42.32
74	40.76	2.04			40.70	11/26/13	42.80
75	42.46	2.22			44.46	11/26/13	44.68
79	47.30	48.76			56.88	11/15/13	96.06
80	40.90	2.17			43.48	11/26/13	43.07
81	48.82	4.12			82.45	11/26/13	52.94
83	47.92	1.65			33.07	12/3/13	49.57
88	42.02	2.13			42.62	11/26/13	44.15
90	40.08	2.08			45.94	10/29/13	42.16
91	48.94	2.58			51.58	12/6/13	51.52
94	45.26	47.82			101.26	10/15/13	93.08
102	47.68	2.50			49.93	12/3/13	50.18
103	46.28	51.35	2.54		50.86	11/5/13	100.17
105	43.56	2.16			43.28	12/3/13	45.72
110	48.68	2.46			49.16	11/26/13	51.14
111	40.00	43.60	32.08		100.00	11/12/13	115.68
114	44.04	2.27			45.41	12/6/13	46.31
115	43.72	2.23			44.50	11/26/13	45.95
117	40.00	46.84			48.85	11/26/13	86.84
118	118.62	4.33			86.60	11/26/13	122.95
119	40.00	1.26			40.50	12/10/13	41.26
120	41.48	2.11			42.10	11/26/13	43.59

ACCT #	CURRENT	1 - 30.	31 - 60	61+	LAST PAYMENT		TOTAL
121	47.02	2.34			46.88	11/26/13	49.36
122	49.68	2.47			49.48	11/26/13	52.15
124	40.98	2.05			40.92	11/26/13	43.03
125	40.00	2.00			40.00	11/26/13	42.00
126	70.33	2.48			49.50	11/26/13	72.81
127	221.11	1,802.04	979.18	484.53	200.00	12/6/13	3,486.86
128	40.48	0.08			83.00	9/20/13	40.56
129	45.76	48.19	2.43		49.04	12/10/13	96.38
133	42.96	39.51			98.00	11/21/13	82.47
134	45.32	48.99	46.64		121.22	10/4/13	140.95
137	77.28	502.43			92.88	10/21/13	579.71
139	60.02	3.00			60.02	11/26/13	63.02
140	55.03	53.29			132.66	11/15/13	108.32
143	47.20	2.29			45.86	12/3/13	49.49
145	43.34	36.59			60.00	11/15/13	79.93
148	42.60	2.23			44.51	12/10/13	44.83
150	40.40	42.21			91.58	11/8/13	82.61
151	43.28	2.13			42.66	11/26/13	45.41
152	48.42	52.57	10.67		140.00	10/15/13	111.66
157	40.00	2.00			40.00	12/3/13	42.00
159	40.00	2.11			42.10	12/3/13	42.11
164	44.84	47.04			102.29	11/8/13	91.88
165	52.18	3.96			79.26	12/10/13	56.14
166	44.18	2.35			47.04	11/26/13	46.53
167	45.66	7.44			57.13	11/26/13	53.10
173	46.88	2.51			50.21	11/26/13	49.39
178	44.96	2.99			85.00	11/19/13	47.95
180	70.55	42.17			55.00	11/21/13	112.72
182	71.90	71.05	18.23		170.00	11/8/13	161.18
183	49.46	2.42			48.38	12/3/13	51.88
185	48.74	46.39			100.00	11/15/13	95.13
190	49.16	53.54	51.49		121.55	9/13/13	154.19
192	41.32	39.83			80.00	9/24/13	81.15
194	45.34	47.59	3.04		44.00	10/29/13	95.97
196	45.36	2.38			47.63	12/10/13	47.74
198	44.64	2.39			47.85	11/26/13	47.03
201	50.68	2.61			52.16	12/3/13	53.29
203	54.20	3.33			66.58	11/26/13	57.53
204	43.26	3.71			90.00	12/10/13	46.97
207	40.00	42.00			88.31	11/15/13	82.00
208	43.26	3.05			100.00	10/15/13	46.31
213	47.30	3.51			70.29	12/10/13	50.81
217	40.00	2.00			40.00	12/3/13	42.00
220	61.92	109.88	102.13		260.00	11/12/13	273.93
222	56.08	2.56			51.11	12/3/13	58.64
223	40.16	6.12			38.48	11/26/13	46.28
226	42.62	40.49			50.00	12/3/13	83.11
232	42.50	2.25			45.09	12/3/13	44.75
233	45.70	2.36			47.22	12/3/13	48.06
237	44.54	11.82			93.23	10/11/13	56.36
242	44.02	2.10			42.04	11/26/13	46.12
246	43.44	51.26	47.82	0.53	100.00	10/8/13	143.05
250	44.46	2.37			47.33	12/3/13	46.83
252	46.46	52.55			90.00	12/3/13	99.01
256	44.00	2.28			45.66	11/26/13	46.28
263	42.82	44.98	2.99		45.00	11/1/13	90.79
265	46.10	5.26			48.52	12/6/13	51.36
270	56.60	84.62	61.09	9.46	189.17	9/27/13	211.77

ACCT #	CURRENT	1 - 30.	31 - 60	61+	LAST PAYMENT		TOTAL
272	41.52	2.20			43.93	11/26/13	43.72
273	45.96	4.26			93.00	11/26/13	50.22
274	46.10	0.60			47.00	11/15/13	46.70
276	44.52	51.43	2.45		48.94	10/30/13	98.40
279	53.30	2.79			55.81	12/6/13	56.09
281	43.24	2.34			46.86	12/6/13	45.58
286	46.80	2.48			49.64	11/26/13	49.28
289	60.58	3.03			60.54	12/3/13	63.61
293	45.18	2.66			53.23	12/10/13	47.84
295	40.00	55.62	52.97	219.46	86.10	6/4/13	368.05
296	44.00	2.21			44.28	11/26/13	46.21
297	42.92	45.34			45.82	10/18/13	88.26
298	40.00	2.11			42.10	11/26/13	42.11
305	41.12	0.18			3.58	12/6/13	41.30
306	44.88	1.67			47.00	11/26/13	46.55
309	40.00	0.01			84.24	11/8/13	40.01
310	43.54	2.29			45.85	12/6/13	45.83
315	43.04	2.30			46.05	12/3/13	45.34
317	48.44	2.54			50.80	12/3/13	50.98
320	40.00	2.01			40.18	11/26/13	42.01
322	49.44	55.10			205.95	11/5/13	104.54
323	63.12	65.84	1.82		146.00	11/5/13	130.78
326	60.88	3.02			60.35	12/10/13	63.90
330	45.04	50.92	45.28		98.67	10/11/13	141.24
332	45.50	2.42			48.44	12/10/13	47.92
333	45.20	2.24			44.80	12/10/13	47.44
334	40.04	4.53			300.00	11/1/13	44.57
335	48.52	2.47			49.34	12/3/13	50.99
338	42.02	44.84	17.71		100.00	11/15/13	104.57
339	40.88	42.42	13.87		200.00	9/17/13	97.17
344	231.25	10.17			203.41	11/26/13	241.42
349	40.42	2.04			40.70	11/26/13	42.46
350	60.02	0.35			60.00	11/15/13	60.37
355	52.18	50.82			51.11	11/22/13	103.00
358	48.92	52.18	15.05		200.00	11/21/13	116.15
365	69.34	2.43			48.58	11/26/13	71.77
366	47.98	2.35			47.04	11/26/13	50.33
	<b>7,547.72</b>	<b>5,170.28</b>	<b>1,775.99</b>	<b>812.29</b>			<b>15,306.28</b>
			BILLING REGISTER INFORMATION 11/27/13				
			WATER	4971.78	CURRENT CHARGES		20,188.98
			SVC CHG	14535.00	PAST DUE		3,516.07
			FIRE SVC	60.00	OVERPAY/PREPAY		-14,075.04
			RECONNECT	105.00			
			ADJ	-81.97			
			LATE CHGS	599.47	TOTAL RECEIVABLES		9,630.01
			Total Receivables:		22,650.20		
			Accounts Listed:		150		

METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED IN GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS	NOTES
Alliance Master Meter Union Park	363 369	JAN	1,407,400	441,200	966,200	862,440	68.65	1.07	
Alliance Master Meter Union Park	363 369	FEB	1,392,500	400,900	991,600	811,170	71.21	18.20	
Alliance Master Meter Union Park	363 369	MARCH	1,379,500	500,300	879,200	695,860	63.73	20.85	
Alliance Master Meter Union Park	363 369	APRIL	1,266,100	425,100	841,000	858,510	66.42	-20.82	
Alliance Master Meter Union Park	363 369	MAY	1,476,100	529,800	946,300	850,040	64.10	10.17	
Alliance Master Meter Union Park	363 369	JUNE	2,087,300	754,500	1,332,800	1,172,680	63.85	12.01	
Alliance Master Meter Union Park	363 369	JULY	2,058,700	760,400	1,298,300	1,203,980	63.06	7.20	
Alliance Master Meter Union Park	363 369	AUG	1,534,200	531,900	1,002,300	932,220	65.33	6.90	
Alliance Master Meter Union Park	363 369	SEPT	2,696,800	872,800	1,824,000	1,616,680	67.64	11.36	
Alliance Master Meter Union Park	363 369	OCT	1,632,300	586,700	1,045,600	961,210	64.06	8.07	
Alliance Master Meter Union Park	363 369	NOV	1,643,700	609,400	1,034,300	1,025,730	63.00	0.82	
Alliance Master Meter Union Park	363 369	DEC							
<b>TOTAL 2013</b>									
Total 2012			20,424,200	6,667,800	13,756,400	12,470,220	67.35	9.35	OCSD Loss 8.29%
Total 2011			19,307,170	5,925,900	13,381,200	11,916,240	69.77	10.95	OCSD Loss 12.37%
Total 2010			20,013,990	6,461,400	13,552,500	12,579,240	67.77	7.18	OCSD Loss 7.78%
Total 2009			21,003,900	6,427,000	14,576,900	13,189,380	69.40	8.26	OCSD Loss 16.07%
Total 2008			23,183,499	9,129,300	14,054,199	13,184,640	60.62	6.19	OCSD Loss 10.30%
Total 2007			22,786,000	6,904,600	15,845,400	14,103,260	69.54	11.17	

December 3, 2013

Attention Camp Meeker Postal Patrons:

This notice is to inform you that a decision has been reached on the discontinuance study of the Camp Meeker Post Office.

We are happy to announce that the Camp Meeker Post Office will not be discontinued and will reopen for business beginning Tuesday, 12/17/13.

Please join the U.S. Postal Service and Congressman Jared Huffman for a short reopening ceremony and celebration on Tuesday, December 17, 2013 at 10:15 a.m.

Following the ceremony, the Hours of operation will be as follows:

Monday – Friday:

7:30 a.m. – 12 noon

12 noon - 1:00 p.m. closed

1:00 p.m. - 4:30 p.m.

Saturday:

10:00 a.m. – 12 noon

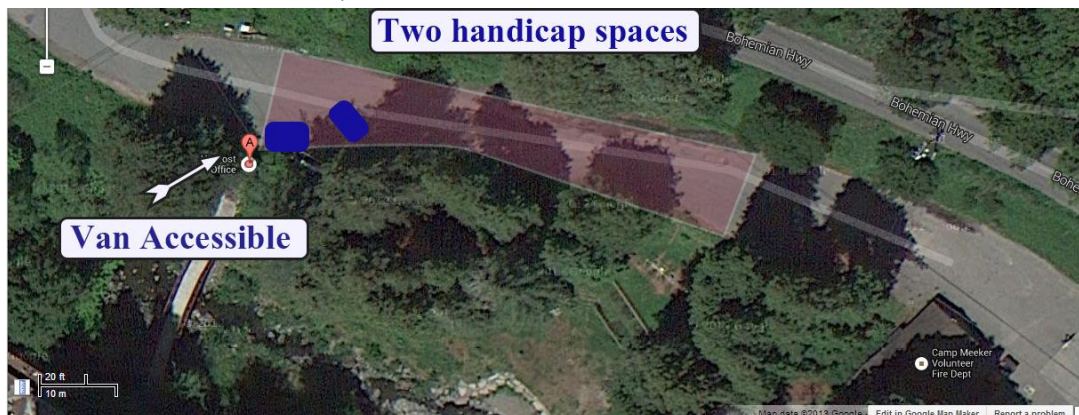
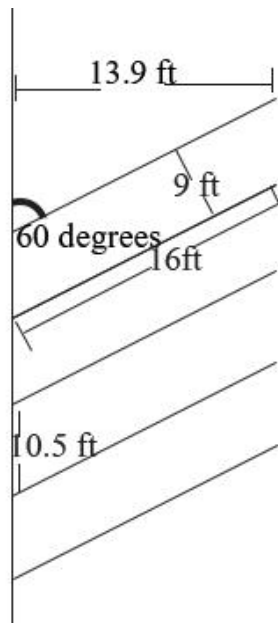
Sunday:

Closed

As previously noted, the Camp Meeker Post Office is scheduled to reduce its hours of operation to four hours per day; however this change will not occur until early 2014.

David Stowe  
District Manager, San Francisco District

- The current plan would be to stripe from the post office to the white sign that was hung for the park. That is 140 ft. including the van accessible spot not in line with the others-- that will allow for 15 parking spots.
- There would be two handicap spots.
  - a. Directly in front of the mailboxes would be a van accessible space. This space will have a 5 ft. safety zone marked with blue and white stripes. This is currently present, just badly faded.
  - b. The first spot in row with all other spots would be designated handicapped.
- The curb in front of both handicap spots will be painted be blue
- Every spot except the van accessible spot would be at a 60 degree angle
- All spots will have a width of 9 ft. The width at the curb would total 10.5 ft per spot.
- The line itself will be a total of 16 ft. long, by 4 in wide.
- This would leave a fire lane of 15 ft. at the narrowest and 21 feet at the widest.
- The lines will all be white.



**NO FEE**  
Gov't Code 27383

**WHEN RECORDED MAIL TO:**  
CAMP MEEKER  
RECREATION AND PARK DISTRICT  
P O BOX 461  
CAMP MEEKER, CA 95419

**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 George Wenzlaff, who is/are the person(s) liable for such delinquent and unpaid charges.

\$3,486.86      Delinquent and Unpaid Charges for the period beginning July 9, 2013 and ending December 10, 2013.

\$ \_\_\_\_\_      Interest

\$ \_\_\_\_\_      Penalties

\$3,486.86      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 California Street, Camp Meeker, CA  
075-141-003

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: \_\_\_\_\_      CAMP MEEKER RECREATION & PARK DISTRICT

By: \_\_\_\_\_  
\_\_\_\_\_, President  
Camp Meeker Recreation and Park District



Dear Special Districts,

The EFS Project Team knows that the County's implementation of a new financial system will naturally generate many questions or concerns, the most prominent of which is concern over the increased cost associated with the system. The Auditor-Controller's Office has put together an estimate of what each organization will be paying as part of the 10-year amortization of Phase 1 of the EFS Project and is shown within the attached document. The EFS amortization cost is in addition to what you currently pay under the cost plan and the estimated FY 14/15 cost plan charges will be available mid-December. Once the cost plan information is finalized, it will be communicated so that you have a complete understanding of your fee structure as a user of county services including EFS.

Please find the name of your organization on the attached PDF to review your anticipated EFS cost allocation for FY 14/15. This amount was derived using the number of claims your organization processed during FY 12/13 as an allocation basis. Therefore, organizations that have more transactions will incur a higher cost than organizations that have a limited number of transactions. This figure is based on an estimated Phase 1 cost of \$10.6 million dollars, amortized over a period of 10 years, and will be adjusted based on the final cost of the system. You should keep in mind that this charge only covers Phase 1 of the system. There will be a similar increase in FY 15/16 when Phase 2 is implemented and the amortization period for those costs begins.

If you have any questions or concerns please contact Donna Dunk using the contact information below.

Donna Dunk  
Assistant Auditor-Controller  
[Donna.Dunk@sonoma-county.org](mailto:Donna.Dunk@sonoma-county.org)  
(707) 565-3274

Kind regards,  
The Change Management Team



EFS Cost Allocation  
Fiscal Year 14-15

Department/Entity	Index #	Subobject	# of Claims	Amount
CAO	002014	6697	87	1,414
County Counsel	005017	6697	316	5,134
Human Resources	006015	6697	307	4,988
Info Systems	007104	6697	653	10,610
IS-Comm Tele	007179	6697	539	8,758
IS-Records Mgmt	007187	6697	118	1,917
IS-Reprographics	007195	6697	246	3,997
General Svc Adm	010108	6697	131	2,129
Architect	010124	6697	50	812
Arch Local Proj	010132	6697	996	16,183
Purchasing	010207	6697	50	812
Energy	010538	6697	410	6,662
Real Estate	010546	6697	246	3,997
Facilities Ops	010553	6697	1,581	25,688
Fleet	010603	6697	968	15,728
Treasurer Tax-Collector	022103	6697	1,911	31,050
Auditor	022012	6697	1,145	18,604
Benefits	076018	6697	264	4,290
Parking Enf	010900	6697	16	260
HS-PA/PG/PC	159097	6697	60	975
Registrar	019307	6697	243	3,948
Bd of Super	001016	6697	166	2,697
Assess Appeals	001107	6697	4	65
Assessor	021014	6697	197	3,201
Recorder	024505	6697	319	5,183
PRMD Admin	025015	6697	581	9,440
EDB	030015	6697	251	4,078
DA Family Justice Cntr	042804	6697	138	2,242
Regional Parks	032102	6697	2,209	35,892
Spring Lake	032201	6697	342	5,557
Road	035014	6697	1,700	27,622
PW Special Proj	037010	6697	22	357
Sheriff Admin	040105	6697	774	12,576
Sheriff Law Enf	040121	6697	2,128	34,576
Det Honor Farm	041202	6697	306	4,972
Deten Main Jail	041301	6697	478	7,767
Deten Admin	041509	6697	499	8,108
Sheriff Court Secur	040758	6697	16	260
Sheriff Transportn	040766	6697	54	877
District Attorney	042101	6697	3,959	64,327
DA Victim Witn	042127	6697	28	455

EFS Cost Allocation  
Fiscal Year 14-15

Department/Entity	Index #	Subobject	# of Claims	Amount
Probation	043109	6697	156	2,535
Juvenile Probatn	043117	6697	140	2,275
Probatn Admin	043125	6697	426	6,922
SCEIP	283010	6697	460	7,474
Juvenile Hall	044206	6697	254	4,127
Probation Camp	044305	6697	384	6,239
Sup Adult Crew	044602	6697	134	2,177
Public Defender	045013	6697	285	4,631
Grand Jury	048017	6697	77	1,251
Courts-Judicial	346023	6697	656	10,659
Non-Court Ops	051409	6697	120	1,950
Human Sv Adm	159014	6697	3,902	63,400
HS-AAA	159022	6697	172	2,795
HS-MSSP	159030	6697	210	3,412
HS-VM Child Ctr	159063	6697	227	3,688
Health Admin	161101	6697	5,630	91,477
Hlth-Child & Fam 1st	068163	6697	423	6,873
Animal Care & Control	164350	6697	546	8,872
DCSS	060020	6697	271	4,403
HS-Comm CAPIT	159121	6697	43	699
Ag Commission	070102	6697	163	2,648
Sealer Wts & Ms	070201	6697	71	1,154
Fish & Game	070300	6697	11	179
ERP-HRMS Sys Admin	598102	6697	8	130
Ag Extension	071019	6697	176	2,860
Fire & Emergency Svcs	079301	6697	701	11,390
Refuse	286104	6697	954	15,501
Spud Point	290106	6697	292	4,744
Airport	291013	6697	649	10,545
Transit	292169	6697	1,441	23,414
Sport Fishing Ctr	293100	6697	17	276
Self-Insurance	596023	6697	477	7,750
Air Pollution	689018	6697	207	3,363
Open Space	697029	6697	607	9,863
Water Agency	672105	6697	3,543	57,567
CDC General Admin	611012	6697	694	11,276
LAFCO	788018	6697	54	877
Library	695015	6697	2,734	44,422
Law Library	794016	6697	153	2,486
Retirement	795013	6697	324	5,264
IHSS Public Auth	693010	6697	57	926
Mason's Marina	295105	6697	172	2,795

EFS Cost Allocation  
Fiscal Year 14-15

Department/Entity	Index #	Subobject	# of Claims	Amount
SAN ZONE 1-SEA RANCH	678102	6697	49	796
SAN ZONE-PENNGROVE	680108	6697	20	325
SAN ZONE-GEYSERVILLE	681106	6697	21	341
SAN ZONE-A.L.W.	682104	6697	190	3,087
OCCIDENTAL SAN-GEN	651109	6697	66	1,072
RUSSIAN RIVER SAN-GEN	652107	6697	222	3,607
SONOMA VALLEY SAN-GEN	653105	6697	567	9,213
SOUTH PARK SAN-GEN	654103	6697	33	536
CSA #40-FS-DRY CREEK	649202	6697	5	81
CSA #40-FS-SEA RANCH	649301	6697	57	926
CSA #40-FS-WILMAR	649707	6697	68	1,105
CFD #7-MAYACAMAS	664011	6697	33	536
CSA #41-SAN-SEA RANCH-Z2	607911	6697	11	179
CSA #41-WAT-FITCH MTN	624528	6697	37	601
CSA #41-WAT-SALMON CRK	632521	6697	37	601
CSA #41-WAT-FREESTONE	633529	6697	17	282
CSA #41-WAT-JENNER	634527	6697	20	325
CSA #41-PK-SONOMA VLY	635029	6697	37	601
CSA #41-COUNTYWIDE LIGHTING DISTRICT	650010	6697	24	390
CSA #41-GUERNEVILLE LIGHTING DIST	650093	6697	13	211
CSA #41-RIO NIDO LIGHTING DISTRICT	650168	6697	7	114
GREEN VALLEY CEMETERY	701011	6697	16	260
SHILOH CEMETERY	702100	6697	244	3,965
BENNETT VALLEY FIRE DIST	711010	6697	154	2,502
RANCHO ADOBE FIRE	712018	6697	477	7,750
FORESTVILLE FIRE DIST	713016	6697	184	2,990
GLEN ELLEN FIRE DIST	714014	6697	356	5,784
GRATON FIRE DIST	715011	6697	492	7,994
RUSSIAN RIVER FIRE DIST	716019	6697	432	7,019
KENWOOD FIRE DIST	718015	6697	583	9,473
MONTE RIO FIRE DIST	719013	6697	212	3,445
ROSELAND FIRE DIST	722017	6697	66	1,072
SHELL-VISTA FIRE DIST	723015	6697	450	7,312
GOLD RIDGE FIRE DIST	724013	6697	146	2,372
BODEGA BAY FIRE DIST	726018	6697	433	7,035
WINDSOR FIRE DIST	727016	6697	851	13,827
GEYSERVILLE FIRE DIST	729012	6697	430	6,987
TIMBER COVE FIRE DIST	732016	6697	144	2,340

EFS Cost Allocation  
Fiscal Year 14-15

Department/Entity	Index #	Subobject	# of Claims	Amount
CLOVERDALE FIRE	739011	6697	359	5,833
CASA - ROSELAND	745018	6697	48	780
CASA - SONOMA VALLEY	746016	6697	45	731
CASA - RUSSIAN RIVER	747014	6697	50	812
CAMP MEEKER REC & PARK	750018	6697	164	2,665
CAMP MEEKER WATER - OPERATIONS	750505	6697	70	1,137
DEL RIO WOODS REC & PARK	751016	6697	15	244
MONTE RIO REC & PARK	752014	6697	11	179
RUSSIAN RIVER REC & PARK	753012	6697	295	4,793
GOLD RIDGE SOIL CONSERV	760017	6697	678	11,016
SOTOYOME RCD	761011	6697	474	7,702
OCCIDENTAL COMM SERV DIST	765016	6697	51	829
OCCID CSD-FIRE	765107	6697	269	4,371
OCCIDENTAL COMM SERV WTR	767012	6697	70	1,137
GRATON CSD-SANITATION	768010	6697	460	7,474
SO CO RCPA	769018	6697	48	778
SMART	773010	6697	1065	17,304
RUSSIAN RIVER CO WTR DIST	775106	6697	170	2,762
S W SPRINGS IN-HOUSE CONSTRUCTION	776211	6697	71	1,154
RAINS CREEK WATER DIST	778019	6697	29	471
SCPSC OPERATIONS	781104	6697	3	49
NCRA-ADMINISTRATION	787010	6697	100	1,625
REDCOM	789016	6697	23	374
TFCA	790014	6697	7	114
ADMINISTRATION	793109	6697	13	213
LOCAL STREET REPAIRS	793208	6697	189	3,071
SCAVA SERVICE AUTHORITY	796011	6697	41	666
SO CO TRANSPORTATION AUTH	798017	6697	121	1,958
SCWMA-WOOD WASTE	799114	6697	258	4,192
INSURANCE	006304	6697	3	54
TIDELANDS LEASES FUND	010959	6697	2	32
TOURISM COUNCIL	030031	6697	4	65
ADVERTISING	075010	6697	110	1,787
OTHER GENERAL GOVERNMENT	077016	6697	189	3,071
Totals			65,238	1,060,000
				1,060,000

PERRY, JOHNSON, ANDERSON,

MILLER & MOSKOWITZ LLP

438 First Street, 4<sup>th</sup> Floor, Santa Rosa, CA 95401  
P.O. Box 1028, Santa Rosa, CA 95402

November 29, 2008

William D. Anderson  
David F. Beach  
John E. Johnson\*  
Malcolm T. Manwell  
Michael G. Miller  
Lawrence A. Moskowitz\*

Jeremy L. Olsan  
Leslie R. Perry  
D. Anthony Wheeldin  
Burton H. Fohrman  
Roger J. Illsley  
Daphne A. Beletsis  
Raleigh S. Fohrman  
Scott A. Lewis  
Mary Jane Schneider  
Marla D. Keenan

Anne C. D'Arcy, R.N., J.D.

Glenda R. Carvalho  
Sheila S. Craig  
Deborah S. Bull  
Joshua A. Myers  
Oscar A. Pardo  
Harry D. Sewall

\*Certified Specialist

Family Law,  
The State Bar of California  
Board of Legal Specialization

TELEPHONE

(707) 525•8800

FACSIMILE

(707) 545•8242

E-MAIL

Manwell@  
perrylaw.net

WEBSITE

www.perrylaw.net

Mr. Hal Wood  
Russian River Utility  
7131 Mirabel Road  
Forestville, CA 95436

Re: Promissory Note - Occidental Community Services District

Dear Hal:

Back in May 2005, Camp Meeker Recreation and Park District ("CMRPD") and Occidental Community Services District ("OCSD") agreed that CMRPD would loan the OCSD \$125,000 of the "buy into" the water system. Camp Meeker adopted Resolution No. 2005-003A to that effect (copy enclosed).

Although both Boards of Directors approved the agreement and OCSD has been making payments, the Note and Deed of Trust approved by CMRPD has not been signed and returned to CMRPD.

I have drafted and enclosed a promissory note for review and signature by OCSD board, backdated to the date of resolution. Would you get the OCSD to put this item on its Board Agenda in December for approval and execution of the note and a deed of trust. I'll go ahead and get the title company to do the rest and bill the OCSD for the Title Insurance. The President or Secretary of the OCSD will have to be authorized to execute the Note and Deed of Trust.

Thank you in advance for your assistance in closing this matter. Please contact me should you wish to discuss or have any questions.

Very truly yours,

PERRY JOHNSON ANDERSON  
MILLER & MOSKOWITZ, LLP

BY:

  
MALCOLM T. MANWELL

MTM/pad

cc: CMRPD

Enclosures as noted

\\pl-fp1\Documents\Malcolm\CAMPM-01\OCCIDENTAL\LTR to Hal Wood re promissory note 11-25-08.wpd

## PROMISSORY NOTE SECURED BY DEED OF TRUST

(Straight Note)

\$125,000.00  
Occidental, CA

Date: May 31, 2005

The **OCCIDENTAL COMMUNITY SERVICES DISTRICT**, (hereinafter "BORROWER") promises to pay to the order of **CAMP MEEKER RECREATION AND PARK DISTRICT** (hereinafter "LENDER"), the principal sum of one hundred and twenty-five thousand dollars (\$125,000.00) together with interest at the rate of 4.375% per annum, simply interest thereon from the date of completion of the project described in the JOINT WATER FACILITIES AGREEMENT (Exhibit A), in annual payments of six thousand six hundred seventy-two dollars and fifty cents (\$6,672.50) per year, commencing one-year from the date of execution of this promissory note and all due and payable three (3) years from the date of such project completion.

Payments of principal and interest shall be made in lawful money of the United States to LENDER at Post Office Box 461, Camp Meeker, CA 95419, or at such other address that LENDER shall designate in writing to BORROWER.

BORROWER may pay this Note in full at any time by paying principal and accrued interest without penalty.

This note is secured by a Deed of Trust of even date herewith executed by BORROWER in favor of LENDER on the following described land: 15200 Bittner Road, Occidental, Sonoma County, California - APN 073-200-046. The Deed of Trust securing the \$125,000 obligation shall be a first lien deed of trust against the real property, and BORROWER shall furnish LENDER with a CLTA title insurance policy, insuring LENDER'S first lien position, paid for in full by BORROWER.

At the option of the LENDER, the entire balance of principal and interest due under this Promissory Note shall become due and payable immediately, without presentment or notice, if BORROWER or any endorser fails to make any required payment of principal or interest when due, defaults in the performance of any of the agreements contained in the Deed of Trust securing this Note, becomes insolvent, offers settlement to any creditors, or files any proceeding under any bankruptcy or insolvency laws relating to the relief of debtors.

Whether or not suit is filed, BORROWER agrees to pay all reasonable attorney's fees, costs of collection, costs, and expenses incurred by LENDER in connection with the enforcement or collection of this Note.

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

Occidental Community Service District

By: \_\_\_\_\_, President

**ATTEST:**

**THE UNDERSIGNED SECRETARY OF THE BOARD OF DIRECTORS OF THE OCCIDENTIAL COMMUNITY SERVICES DISTRICT DECLARES UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT ON MAY \_\_\_\_, 2005, BY RESOLUTION NO. 2005-003A, THE BOARD OF DIRECTORS OF THE OCCIDENTIAL COMMUNITY SERVICES DISTRICT DULY AND PROPERLY APPROVED AND AUTHORIZED THE DISTRICT TO ENTER INTO THIS NOTE AND THE ACCOMPANYING DEED OF TRUST, AND FURTHER DIRECTED THE PRESIDENT OF THE BOARD TO EXECUTE SAME ON BEHALF OF THE DISTRICT.**

\_\_\_\_\_  
**Secretary of the Board  
Occidental Community Services District**



RESOLUTION NUMBER 2005-003A

DATED: 5-14-05

Resolution of the Board of Directors of the Camp Meeker Recreation and Park District (CMRPD) to amend the contract between Camp Meeker Recreation and Park District and the Occidental Community Services District (OCSD) for obtaining a share of the capacity of the Camp Meeker Water System approved at the last regular meeting of the Camp Meeker Recreation and Park District on May 10, 2005.

WHEREAS, the funding agency for the Occidental/Camp Meeker water system connection project rejected amendments to the contract passed at the May 10, 2005 regular meeting of the Camp Meeker Recreation and Park District Board and;

WHEREAS, the project will not be funded until the agreement is modified to satisfy the funding agency;

WHEREAS, the funding agency has indicated that a series of forty (40) annual deferred payments in the amount of \$6,672.50 would be satisfactory;

WHEREAS, This project that has significant public benefit for the communities of Camp Meeker and Occidental, and a delay in funding will jeopardize the project.

BE IT RESOLVED THAT, the board of directors of CMRPD agrees to amend the contract. Paragraph 2.d shall be replaced with the following, and the board president is authorized to sign an amended contract on behalf of the District:

d. In consideration of the foregoing contributions OCSD shall pay to CMR & PD the sum of \$640,000 to obtain a thirty-two (32%) percent capacity in the CMR & PD system components described in §§2a-2c inclusive, above, and shall make the contributions set forth in section 3. The amount of \$515,000 shall be paid upon receipt of the project funding from USDA [Project Grant and Loan proceeds], but no later than upon completion of the Project. The remaining amount due, \$125,000, shall be deferred and paid in forty (40) annual payments of \$6,672.50 per year (i.e. an amortized payment schedule based on a forty (40) year amortization period, bearing simple interest on the unpaid balance at an annual rate of 4.375%, from the date of completion of the project), with the first payment due one year from the completion of the project. OCSD agrees to immediately use all income and proceeds obtained from the lease, sale, sale of an interest, or use of the OCSD property located at 15200 Bittner Road, Occidental, Sonoma County, California - APN 073-200-046 to prepay any outstanding future payments remaining on this obligation.

The Foregoing Resolution was introduced by Director FORD who moved its adoption,

seconded by Director MEYER and then adopted on roll call by the following vote:

Director <u>[Signature]</u>	Aye <u>X</u>	No _____	Abstain _____
Director <u>[Signature]</u>	Aye <u>X</u>	No _____	Abstain _____
Director <u>[Signature]</u>	Aye <u>X</u>	No _____	Abstain _____
Director <u>[Signature]</u>	Aye <u>X</u>	No _____	Abstain _____
Director <u>[Signature]</u>	Aye <u>X</u>	No _____	Abstain _____

**PROMISSORY NOTE SECURED BY DEED OF TRUST**

**(Straight Note)**

\$125,000.00  
Occidental, CA

Date: May 31, 2005

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Payments of principal and interest shall be made in lawful money of the United States to LENDER at Post Office Box 461, Camp Meeker, CA 95419, or at such other address that LENDER shall designate in writing to BORROWER.

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At the option of the LENDER, the entire balance of principal and interest due under this Promissory Note shall become due and payable immediately, without presentment or notice, if BORROWER or any endorser fails to make any required payment of principal or interest when due, defaults in the performance of any of the agreements contained in the Deed of Trust securing this Note, becomes insolvent, offers settlement to any creditors, or files any proceeding under any bankruptcy or insolvency laws relating to the relief of debtors.

Whether or not suit is filed, BORROWER agrees to pay all reasonable attorney's fees, costs of collection, costs, and expenses incurred by LENDER in connection with the enforcement or collection of this Note.

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

Occidental Community Service District

By: \_\_\_\_\_, President

**ATTEST:**

**THE UNDERSIGNED SECRETARY OF THE BOARD OF DIRECTORS OF THE OCCIDENTIAL COMMUNITY SERVICES DISTRICT DECLARES UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT ON MAY \_\_\_\_, 2005, BY RESOLUTION NO. 2005-003A, THE BOARD OF DIRECTORS OF THE OCCIDENTIAL COMMUNITY SERVICES DISTRICT DULY AND PROPERLY APPROVED AND AUTHORIZED THE DISTRICT TO ENTER INTO THIS NOTE AND THE ACCOMPANYING DEED OF TRUST, AND FURTHER DIRECTED THE PRESIDENT OF THE BOARD TO EXECUTE SAME ON BEHALF OF THE DISTRICT.**

---

**Secretary of the Board  
Occidental Community Services District**

<b>CAMP MEEKER RECREATION AND PARK DISTRICT</b>					
<b>PLAYGROUND PROJECT FINANCIAL REPORT</b>					12/17/13
			REMAINING		
		AMOUNT	FUNDS		
INITIAL FUNDING BUDGET		\$35,000.00			
EST VOL INSURANCE PREMIUMS		162.20			
EQUIPMENT		207.52			
LANDSCAPE MATERIALS		85.25			
PAINTING SUPPLIES		443.83			
PROJECT EXPENSES TO 12/17/2013		898.80	\$34,101.20		