



Post Office Box 461
Camp Meeker, CA 95419
707-874-9246
www.campmeeker.org

**REGULAR MEETING
OF THE BOARD OF DIRECTORS
LOCATION: DISTRICT OFFICE
5240 BOHEMIAN HIGHWAY (NEXT TO FIRE STATION)
CAMP MEEKER, CA
JULY 18, 2023 7:00 P.M.
AGENDA**

PUBLIC RECORDS:

Public records that relate to any item on the open session agenda for a meeting are available for public inspections. Records that are distributed after the agenda and the accompanying informational materials are posted to the District's website (www.campmeeker.org) 72 hours before the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District's website located at <https://www.campmeeker.org> as the place for making those public records available for inspections. The documents may also be obtained by calling the District's Administrator at 707-874-9246.

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. STATEMENTS OF ABSTENTION

V. PUBLIC COMMENT

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

VI. CONSENT ITEMS (10 minutes)

- A. Approval of Minutes
 - 1. June 20, 2023 Minutes
- B. Payment of Claims
- D. Administrative and Financial Report

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

- A. System Operations

VIII. ACTION ITEMS

- A. UPDATE: COST RECOVERY WATER MAIN BREAK (Gary Helfrich, 10 minutes)
DESCRIPTION: The Board will discuss progress of recovery of all costs from the water main break created by Phelps and Associates as a part of their survey operations.
PROPOSED ACTION: The Board may/may not take further action regarding this issue.
- B. UPDATE: ANDERSON HALL MAINTENANCE REVIEW (John McDaniel, 10 minutes)
DESCRIPTION: The Board will discuss Anderson Hall maintenance and repair needs and estimated financial requirements and resources needed to complete same.
PROPOSED ACTION: The Board may/may not take further action regarding this matter.
- C. SOURCES OF FUNDS TO COVER ANDERSON HALL MAINTENANCE COSTS (John McDaniel/Gary Helfrich, 10 minutes)
DESCRIPTION: The Board will address sources of funding for proposed repair costs at Anderson Hall including a possible loan from the water capital fund.
PROPOSED ACTION: The Board may/may not take further action regarding this matter.
- D. RESOLUTION 2023-007 REVIEW OF INSURANCE COVERAGE LIMITATIONS FOR THE FISCAL YEAR 2023-2024; AND, APPROVAL OF COVERAGE LIMITATIONS AND CARRIER PAYMENT (Staff, 5 minutes)
DESCRIPTION: The Board will review the insurance coverage limitations provided by SDRMA for the fiscal year 2023-2024. Past years coverage limitations were set at 5 million dollars to provide the District with coverage appropriate to its assets/activities. Any increase in coverage limitations requires an application for increase to SDRMA and subsequent approval by SDRMA. Premium for the 2023-2024 fiscal year is \$10,751.90.
PROPOSED ACTION: The Board will/will not approve Resolution 2023-006 setting coverage limitations of 5 million dollars and approving carrier payment of \$10,751.90.
- E. RESOLUTION 2023-006: REASSIGNMENT DEPARTMENT OF PARKS GRANT FUNDING AND CONTRACT (John McDaniel/Staff, 5 minutes)
DESCRIPTION: In order to complete cancellation of the grant funds contract, the Board will adopt a resolution to conclude the contract with the Department of Parks.
PROPOSED ACTION: The Board may/may not take further action regarding this matter.
- F. SDRMA BOARD OF DIRECTORS BALLOT (Staff, 5 minutes)
DESCRIPTION: Special District Risk Management Authority has submitted four (4) candidates to serve on the Board of Directors for District selection. Three of the four candidates listed on the ballot should be selected and the ballot returned with “wet” signature by August 8. Candidates’ statements are provided in the Board information packet and to the Board members.
PROPOSED ACTION: The Board will select and vote for three of the four candidates and direct staff to forward ballot to SDRMA in accordance with the required timeline.

G. UPDATE: DUTCH BILL AUGMENTATION

(Gary Helfrich, 5minutes)

DESCRIPTION: Director Helfrich provide an update regarding the Dutch Bill Creek Water Augmentation program and the Voluntary Drought Initiative agreement

PROPOSED ACTION: The Board may/may not authorize the President to execute the Voluntary Drought Initiative agreement with the California Department of Wildlife.

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

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Camp Meeker, CA 95419
707-874-9246
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**REGULAR MEETING
OF THE BOARD OF DIRECTORS
MINUTES
JUNE 20, 2023**

I. CALL TO ORDER

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

II. ROLL CALL

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

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, Larson, McDaniel, and Bell-Alper voted yes. Director Watson was absent.

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

The motion was approved

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

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. Catherine Anderson advised that the LAFCO website lists the Camp Meeker Volunteer Fire Department building as belonging to the District. She further stated that the District should be sure to negotiate a significant rent for the site upon completion annexation process thereby increasing the District's revenue base.

There was a brief discussion of Fire Safe activities in the District area.

VI. CONSENT ITEMS

A. Approval of Minutes

1. May 16, 2023 Minutes

A motion was made by John McDaniel, and seconded Valery Larson by to approve the minutes of May 16, 2023 as written.

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

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

The motion was approved.

B. Payment of Claims

A motion was made by Valery Larson, and seconded by Max Bell-Alper to approve the June 20, 2023 warrant request 2022/2023-012 as follows:

2022-2023-012	RP-June 2023	4,047.28*
\$19,429.22*	Water-June 2023	15,369.84*

*Includes LAFCO charges of \$579.00 added on the floor of the meeting.

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

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

The motion was approved.

Wells Fargo Bank Operating Checks 2480-2490 in payment of District expenses for the current month, US Bank check 1127 for rental fee transfer through June 30, and Bank of the West checks 775-776 in payment of water revenue transfers for May water receipts.

C. Administrative and Financial Report

Ms. Doran-Girard advised the Board that State Compensation is requiring its annual audit that will be complete by June 30, that the fiscal year-end will occur on June 30 and receipts and requests for reimbursement of costs should be submitted prior to the July meeting, Direct Charge parcel data must be submitted to the County by 8/10 and that the Board will be provided with information regarding the SDRMA Board elections prior to voting at the July meeting.

VII. REPORT OF THE WATER SYSTEM OPERATOR

A. Jamie Dunton, Russian River staff, advised that the water system is working well. He went on to provide an update regarding the proposed SCADA upgrade included in the Alliance project funding and increased costs.

VIII. ACTION ITEMS

A. COST RECOVERY WATER MAIN BREAK

DESCRIPTION: Director Helfrich described the water main break that occurred at Van Ness and Front Streets due to activities arising from Phelps and Associates surveying. Initial cost estimates could possibly be \$14K. The Board discussed possible action for recovery of all costs from the water main break created by Phelps and Associates as a part of their survey operations and their acceptance of full fiscal responsibility. If not, the District could initiate further action.

ACTION: A motion was made by Gary Helfrich, and seconded by Valery Larson to authorize Director Helfrich to write a letter to Phelps and Associates requesting acceptance of full responsibility and payment of all costs associated with their actions that occurred from the water main break at Van Ness and Front Streets in Camp Meeker.

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

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

The motion was approved

B. RESOLUTION 2023-003: ELECTION OF BOARD OFFICERS

DESCRIPTION: Following nominations of Gary Helfrich for Board President, Valery Larson for Board Vice-President, and John McDaniel as Board Secretary/Treasurer by Nominations chair, Valery Larson the Board will vote to elect Directors to serve as Board Officers in the positions of President, Vice-President and Secretary/Treasurer effective July 1, 2023.

ACTION: A motion was made by John McDaniel, and seconded Gary Helfrich to approve the nominations as presented and elect Gary Helfrich/President, Valery Larson/Vice-President and John McDaniel/Secretary-Treasurer for one year commencing July 1, 2023.

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

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

The motion was approved

C. PLAYGROUND PROJECT AND DEPARTMENT OF PARKS GRANT CANCELLATION

DESCRIPTION: The Board discussed the draft letter to the Department of Parks to cancel District participation on Grant 18-40-020.

ACTION: A motion was made by John McDaniel, seconded by Valery Larson to authorize the Board President to sign the letter and direct staff to complete transmittal to the Department of Parks.

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

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

The motion was approved

D. ANDERSON HALL CONTRACT REVIEW: BBQ USE AT HALL

DESCRIPTION: The Board reviewed proposed language in the Anderson Hall contract regarding the use of the on-site BBQ, smoking, and fire related concerns.

ACTION: After discussion, a motion was made by Gary Helfrich, and seconded by Max Bell Alper to approve the revision of the language in the Anderson Hall contract regarding the use of outdoor on-site BBQ, smoking and outdoor oven/barbeques in order to conform to fire safe conditions.

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

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

The motion was approved

**E. RESOLUTION 2023-004: APPROVAL OF DISTRICT APPROPRIATION LIMIT
JULY 1, 2023 THROUGH JUNE 30, 2024. (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 \$357,192.00 for the fiscal year ending June 30, 2024.

ACTION: A motion was made by John McDaniel and seconded by Gary Helfrich, to approve Resolution 2023-004 establishing the District's appropriation's limit of \$357,192.00 for the fiscal year ending June 30, 2024.

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

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

The motion was approved

F. RESOLUTION 2023-005: APPROVAL OF PRELIMINARY BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024.

DESCRIPTION: Director McDaniel and staff, presented a review of the proposed preliminary budget (including background information relative to the purpose of each of the District's funds), which California law requires adopted by June 30, 2023.

ACTION: A motion was made by Max Bell Alper, and seconded by Valery Larson to approve Resolution 2023-005, Approval of Preliminary Budget for the fiscal year ending June 30, 2024.

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

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

The motion was approved

G. DUTCH BILL AUGMENTATION

DESCRIPTION: Shay Richardson, Department of Parks staff, reviewed the Dutch Bill Creek Water Augmentation program and the Voluntary Drought Initiative agreement and its benefits to the District with respect to the Dutch Bill Augmentation program.

ACTION: After discussion, a motion was made by John McDaniel and seconded by Gary Helfrich to authorize the President to execute the Voluntary Drought Initiative agreement with the California Department of Wildlife and approve the release of water for the Dutch Bill Augmentation program.

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

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

The motion was approved

H. WATER SYSTEM: HYDRANT MAINTENANCE AND RELATED TASKS

DESCRIPTION: Director Helfrich reviewed the tasks necessary to maintain the Camp Meeker Water System fire hydrants. The maintenance includes clearing debris, keeping painted, greasing threads, exercising strut valves, maintaining blue dots, and numbering of hydrants. Additionally, drills and tests may be needed so as to lower the fire rating for the community if possible. This project could be tied to any new lease for the fire department building site subsequent to the completion of the annexation process.

ACTION: The Board took no action regarding this issue.

I. UPDATE: ANDERSON HALL MAINTENANCE REVIEW

DESCRIPTION: Director McDaniel detailed Anderson Hall maintenance and repair needs and he expects estimated financial requirements for the roof replacement could be in excess of \$50K. He reviewed possible resources that could be used to complete same.

ACTION: The Board took no action regarding this matter.

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
There were no Directors reports.

X. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Max Bell Alper, and seconded by Valery Larson that the June 2023 meeting of the Camp Meeker Board of Directors is adjourned.

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

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

The motion was approved

The meeting adjourned at 8:38 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS
FROM: CHERYL DORAN GIRARD
SUBJECT: JULY 18, 2023 WARRANTS AND FINANCIAL INFORMATION
DATE: JULY 14, 2023

Financial Statements and Warrant Detail in the board packet following this memorandum provide information available through July 14, 2023.

2023/2024-001	RP-June/July 2023	8,094.80
\$45,928.47	Water-June/July 2023	37,833.67

The Financial statements included in the Board info packet represent revenue and expenses for all the months of the 2022-2023 fiscal year and partial new fiscal year beginning July 1.

The financial statements revenue and expenses are reflective of vendor invoices received through 6/30/2023 to incorporate final expenses. The District is awaiting the final transfer of tax and direct charges from the County.

Check registers included in the financial packet include all checks written since the last warrant approval. The warrant request 2023-2024-001 reflects all expenses for the period. However, due to print issues and publication requirement timing issues, an updated register will be distributed in hard copy at the meeting. The checks written have an asterisk next to the vendor.

Bank reconciliations are not yet completed. The 2023-2024 Parcel Data review is in process and the final list must be submitted to the County by August 15. Final Budget 2023-2024 will also be in process over the next 6-8 weeks.

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

CAMP MEEKER RECREATION AND PARK DISTRICT

WARRANT REQUEST # 2023-2024-001

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
CMRPD Water System	110.40	110.40		June 2023
Doran-Girard, Cheryl	8,205.00 *	1,476.90	2,215.35	Consulting May/June 2023
Doran-Girard, Cheryl		984.60	1,476.90	Consulting May/June 2023
Doran-Girard, Cheryl		461.53	564.10	Consulting May/June 2023
Doran-Girard, Cheryl		512.81	512.81	Consulting May/June 2023
Sonoma County Assessor	240.00		240.00	Parcel Data Information
Perry Johnson	60.00	60.00		Legal Services-Hall
PGE	87.51	87.51	-	Electric Service-Mary
Russian River Utility	24,424.14 *		9,713.60	Contract Services
Russian River Utility		-	1,363.57	Electric Service Wtr System
Russian River Utility			13,346.97	Van Ness/Phelps Main Repair
Sonoma county ACTTC-LAFCO	579.00 *	99.00	480.00	2023-2024 Budget
Special District Risk Management	10,751.90 *	3,225.57	7,526.33	Prop/Liability 23-24
Wavemaker	100.00	100.00		Anderson Hall Updates
US Bank	1,283.42	325.68		Home Depot-Hall Lighting
US Bank		56.52	56.52	Staples-Board Packet
US Bank		285.50	285.51	Abila Software costs
US Bank		212.03	52.01	Communication Costs
US Bank		9.65		Postage
Watson, Lynn	87.10	87.10		Postage/Mailing
	<u>45,928.47</u>	<u>8,094.80</u>	<u>37,833.67</u>	-

DIRECTOR APPROVAL:

DATE:

7/18/23

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2022 Through 6/30/2023
(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	92,500	100,074	7,574
4020	Property Taxes-CY Supplemental	0	1,383	1,383
4040	Property Taxes-CY Unsecured	0	3,044	3,044
4101	Interest Pooled Cash -Sonoma County	0	20	20
4110	Interest Earned-Wells Fargo Bank	0	1,819	1,819
4210	Rental Fees-Anderson Hall	2,000	7,000	5,000
4215	Rental Fees-Other	1,900	1,742	(158)
4220	State-Home Owner Property Tax Relief	500	252	(248)
4221	State-Other In Lieu -Fish & Wildlife 18-19	0	2	2
4290	Miscellaneous Revenues	0	87	87
4295	Grant Revenue	125,000	0	(125,000)
4625	Transfers-Within Fund In	25,000	0	(25,000)
	Total Revenue	<u>246,900</u>	<u>115,424</u>	<u>(131,476)</u>
Expenditures				
5010	Director Stipend	720	0	720
5017	Worker Compensation Insurance	1,500	206	1,294
5101	Communications-Telephone	1,100	1,011	89
5105	Communications-ISP Website	750	310	440
5110	Communications-Website Other	500	444	56
5112	Communications-WiFi	1,100	1,413	(313)
5184	Janitorial Supplies	500	49	451
5185	Janitorial Services	1,950	840	1,110
5210	Insurance-Property & Liability	8,000	3,226	4,774
5401	Memberships	300	565	(265)
5405	Miscellaneous	850	400	450
5410	Office Supplies	750	191	559
5415	Office Operations	0	359	(359)
5416	Lease-Accounting Software	1,650	1,978	(328)
5420	Training-Administrative	150	0	150
5425	Postage	75	133	(58)
5426	Printing Services	1,000	466	534
5427	Supplies	750	184	566
5501	Professional Fees-Web	650	805	(155)
5520	Administrative Services	21,000	15,988	5,012
5531	Community Education	5,000	0	5,000
5540	LAFCO Charges	300	293	7
5550	Legal Services	15,000	7,253	7,747
5555	Professional Services-Auditor	9,500	11,000	(1,500)
5556	Professional Services-Accounting	14,000	10,598	3,402
5570	Service Fee-PayPal	250	228	22
5571	Late Fees	0	11	(11)
5575	Bank Service Fees	0	171	(171)
5576	Property Tax Administration Fee	1,000	1,139	(139)
5590	Gas and Oil	1,500	767	733
5591	Equipment Rentals	0	136	(136)
5592	Water and Sewer	1,500	1,233	267
5594	Utilities	1,450	941	509
5596	Permit Fees-Local	0	15	(15)

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
10 - Recreation & Park - Operating
From 7/1/2022 Through 6/30/2023
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
8505	Equipment-New	0	326	(326)
8510	Remodel/Rehab/Renovate	110,000	0	110,000
8514	Maintenance & Repair-Major	25,000	0	25,000
8516	Restoration	19,000	0	19,000
9001	Contingency	105	0	105
	Total Expenditures	<u>246,900</u>	<u>62,677</u>	<u>184,223</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>52,747</u>	<u>52,747</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
16 - Recreation & Park - Capital Replacement
From 7/1/2022 Through 6/30/2023
(In Whole Numbers)

	<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
Expenditures			
8625 Tfr Within Fnd-Out	<u>25,000</u>	<u>0</u>	<u>25,000</u>
Total Expenditures	<u>25,000</u>	<u>0</u>	<u>25,000</u>
Excess of Income Over (Under) Expense	<u>(25,000)</u>	<u>0</u>	<u>25,000</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
40 - Recreation & Parks - Water Operations
From 7/1/2022 Through 6/30/2023
(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	119,865	(4,135)
4061	Direct Charges -Prior Year	0	1,894	1,894
4101	Interest Pooled Cash -Sonoma County	0	18	18
4260	Reimbursements	6,000	0	(6,000)
4308	Water Connection Fees	0	5,640	5,640
4309	Other Water Fees	0	100	100
4310	Sales of Water-Residential	250,000	253,956	3,956
4625	Transfers-Within Fund In	150,000	0	(150,000)
	Total Revenue	<u>530,000</u>	<u>381,473</u>	<u>(148,527)</u>
Expenditures				
5017	Worker Compensation Insurance	1,200	308	892
5101	Communications-Telephone	500	454	46
5105	Communications-ISP Website	300	310	(10)
5110	Communications-Website Other	300	143	157
5112	Communications-WIFI	0	225	(225)
5210	Insurance-Property & Liability	5,000	7,526	(2,526)
5401	Memberships	250	722	(472)
5405	Miscellaneous	0	113	(113)
5410	Office Supplies	850	566	284
5415	Office Operations	0	359	(359)
5416	Lease-Accounting Software	1,750	2,096	(346)
5420	Training-Administrative	200	0	200
5425	Postage	300	51	249
5426	Printing Services	0	503	(503)
5427	Supplies	150	0	150
5501	Professional Fees-Web	200	63	138
5515	Contract Services-Water Operations	150,000	110,789	39,211
5520	Administrative Services	21,000	23,846	(2,846)
5540	LAFCO Charges	850	1,224	(374)
5550	Legal Services	16,500	7,497	9,003
5555	Professional Services-Auditor	12,100	13,750	(1,650)
5556	Professional Services-Accounting	16,800	15,898	902
5565	Fiscal Agent Fees	0	1,071	(1,071)
5567	SCWA-Water Agency Fees	6,000	3,389	2,611
5575	Bank Service Fees	10	60	(50)
5576	Property Tax Administration Fee	1,200	0	1,200
5585	Public/Legal Notices	575	796	(221)
5587	Water System Fees-State	2,750	308	2,442
5592	Water and Sewer	0	3,362	(3,362)
5594	Utilities	12,500	10,560	1,940
8511	Maintenance & Repair	0	15,321	(15,321)
8565	Equipment 2	125,000	0	125,000
8625	Tfr Within Fnd-Out	148,000	27,000	121,000
9001	Contingency	5,715	0	5,715
	Total Expenditures	<u>530,000</u>	<u>248,312</u>	<u>281,688</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>133,161</u>	<u>133,161</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
50 - Recreation & Parks - Water Capital
From 7/1/2022 Through 6/30/2023
(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	8,416	8,416
4625	Transfers-Within Fund In	<u>50,000</u>	<u>59,194</u>	<u>9,194</u>
	Total Revenue	<u>50,000</u>	<u>67,610</u>	<u>17,610</u>
	Expenditures			
5575	Bank Service Fees	0	207	(207)
8625	Tfr Within Fnd-Out	<u>150,000</u>	<u>50,194</u>	<u>99,806</u>
	Total Expenditures	<u>150,000</u>	<u>50,401</u>	<u>99,599</u>
	Excess of Income Over (Under) Expense	<u>(100,000)</u>	<u>17,209</u>	<u>117,209</u>

Camp Meeker Recreation & Parks District
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
70 - Recreation & Park - USDA Debt Fund
From 7/1/2022 Through 6/30/2023
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4290	Miscellaneous Revenues	1,500	0	(1,500)
4625	Transfers-Within Fund In	<u>103,972</u>	<u>46,966</u>	<u>(57,006)</u>
	Total Revenue	<u>105,472</u>	<u>46,966</u>	<u>(58,506)</u>
	Expenditures			
7910	Long Term Debt-Principal	41,000	43,000	(2,000)
7911	Long Term Debt-Interest	52,511	50,471	2,040
8625	Tfr Within Fnd-Out	<u>0</u>	<u>46,966</u>	<u>(46,966)</u>
	Total Expenditures	<u>93,511</u>	<u>140,436</u>	<u>(46,925)</u>
	Excess of Income Over (Under) Expense	<u>11,961</u>	<u>(93,471)</u>	<u>(105,432)</u>

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Check Register 2023-2024
1010 - Cash In Wells Fargo Bank-Operating
From 6/21/2023 Through 7/18/2023

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
2398	Printer Error			0.00
2491	System Generated Check/Vo...	Jessica Lopez	6/28/2023	340.00
2492	System Generated Check/Vo...	US Bank	6/28/2023	1,074.07
2493	Check deleted after printing....			0.00
2494	Check deleted after printing....			0.00
2495	Check deleted after printing....			0.00
2496	Check deleted after printing....			0.00
	System Generated Check/Vo...	Russian River Utility	7/18/2023	24,424.14
2497	Check deleted after printing....			0.00
	System Generated Check/Vo...	Cheryl Doran-Girard	7/18/2023	8,205.00
2498	Check deleted after printing....			0.00
	System Generated Check/Vo...	US Bank	7/18/2023	79.16
2499	System Generated Check/Vo...	Spec Dist Risk Mg...	7/18/2023	10,751.90
2500	System Generated Check/Vo...	Sonoma County A...	7/18/2023	<u>579.00</u>
		Total 1010 - Cash In Wells Fargo Bank-Operating		45,453.27

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Check Register 2023-2024
1030 - Cash in Bank of the West-Water
From 6/21/2023 Through 7/18/2023

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
777	BOW Tfr Water Receipts--Ju...	Camp Meeker Rec...	7/18/2023	3,000.00
778	BOW Tfr--June Water Recei...	Camp Meeker Rec...	7/18/2023	<u>17,000.00</u>
		Total 1030 - Cash in Bank of the West-Water		20,000.00

Camp Meeker Recreation & Parks District
Check/Voucher Register - CDG-Current Check Register 2023-2024
1040 - Cash in US Bank-Rental Deposits
From 6/21/2023 Through 7/18/2023

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1128	Deposit Refund Wright Even...	Donald Wright	6/28/2023	<u>500.00</u>
		Total 1040 - Cash in US Bank-Rental Deposits		<u>500.00</u>
Report Total				<u><u>65,953.27</u></u>

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

July 9, 2023

RE: CAMP MEEKER PAST DUE ACCOUNTS

Payments on hand: 54, 72, 100, 148, 202, 289, 377

Account 140: Customer was locked off January 3, 2023 due to non-payment. On July 6 it was discovered the lock had been cut. Meter was spinning at time meter was read. Operator/meter reader did not have a replacement lock on hand at the time. On July 7, the meter was locked off again. The following fees have been assessed:

\$50 tampering fee
\$12 lock replacement fee
\$35 lock off fee

CAMP MEEKER REC & PARK PAST DUE LIST 07.09.23

ACCT #	CURRENT	1 - 30.	31 - 60	60+	LAST PAYMENT		TOTAL
1	54.06	52.02			50.00	6/12/2023	106.08
3	56.60	55.56	51.56		58.67	4/28/2023	163.72
5	107.05	7.67			85.70	7/6/2023	114.72
6	59.70	68.81	11.95		240.00	6/14/2023	140.46
9	55.64	4.91			98.24	6/22/2023	60.55
12	60.90	64.73	60.37	65.46	230.77	3/27/2023	251.46
15	60.66	8.10			161.95	6/14/2023	68.76
17	54.14	54.18	49.08		91.69	1/11/2013	157.40
19	60.92	63.17	25.09		54.72	7/5/2023	149.18
24	54.64	60.20	56.61	65.82	288.01	4/4/2023	237.27
25	54.00	47.18			103.04	3/28/2023	101.18
26	54.12	47.90			103.44	3/28/2023	102.02
28	61.06	51.54			300.00	4/17/2023	112.60
30	55.72	4.92			98.30	6/29/2023	60.64
31	54.00	53.90			49.00	6/20/2023	107.90
36	62.12	50.99			160.00	5/30/2023	113.11
52	63.62	63.22	66.43	7.76	155.24	5/17/2023	201.03
54	57.24	51.70			51.80	6/6/2023	108.94
55	59.44	5.54			110.82	6/15/2023	64.98
56	59.10	56.85			52.16	6/19/2023	115.95
60	62.40	62.53	55.72		391.32	4/14/2023	180.65
63	54.28	1.06			49.00	6/29/2023	55.34
68	65.13	68.39	64.20	7.07	100.00	6/28/2023	204.79
69	61.64	62.07	65.60	12.91	160.00	5/11/2023	202.22
72	58.22	18.62			50.00	6/14/2023	76.84
75	54.02	4.88			49.02	6/5/2023	58.90
79	59.30	3.11			67.22	4/13/2023	62.41
87	99.03	65.08			57.44	5/26/2023	164.11
89	58.62	53.74	19.23		384.56	5/31/2023	131.59
90	60.26	5.42			108.32	6/19/2023	65.68
91	63.86	0.90			53.00	6/29/2023	64.76
92	54.86	57.24			67.42	6/14/2023	112.10
96	60.04	59.50			54.70	6/14/2023	119.54
97	56.88	5.43			108.60	7/6/2023	62.31
100	83.55	70.98	7.61		69.16	6/6/2023	162.14
104	57.98	53.12			53.32	6/7/2023	111.10
105	62.20	65.81	60.39	98.67	200.00	5/5/2023	287.07
107	69.02	74.05	67.86	69.97	174.97	3/31/2023	280.90
108	58.30	5.61			112.11	6/22/2023	63.91
110	58.14	63.49	58.14		57.41	5/11/2023	179.77
114	60.84	62.14	54.94	9.39	187.82	5/5/2023	187.31
127	54.62	54.24	49.12		113.48	5/22/2023	157.98
129	63.12	70.68	66.88		60.00	7/3/2023	200.68
130	59.74	5.64			112.88	7/6/2023	65.38
131	54.00	56.82	54.12	53.30	86.00	3/16/2023	218.24

134	55.54	55.33	40.69		200.00	5/16/2023	151.56
137	67.22	73.67	9.14		182.76	6/14/2023	150.03
138	58.60	61.21	5.55		111.06	6/14/2023	125.36
139	54.40	54.31			49.62	6/14/2023	108.71
140	595.25	80.35	76.52	201.43	300.00	6/20/2023	953.55
147	78.63	82.54			100.00	6/12/2023	161.17
148	56.96	54.78			52.52	6/6/2023	111.74
150	59.54	60.00	53.88	4.63	112.00	5/4/2023	178.05
151	61.30	67.26	64.39	128.23	193.85	3/21/2023	321.18
152	61.44	53.15			340.00	5/24/2023	114.59
155	59.88	65.07	68.82	72.10	138.35	5/15/2023	265.87
157	54.00	57.50	54.77	66.31	346.16	3/15/2023	232.58
158	58.40	60.00	55.43	56.02	373.84	3/15/2023	229.85
161	54.02	53.45	40.06		400.00	3/28/2023	147.53
162	72.70	71.17	67.88		130.43	5/12/2023	211.75
164	60.50	5.61			116.56	6/14/2023	66.11
165	87.48	29.43			60.00	3/15/2023	116.91
172	63.88	69.58			77.55	5/24/2023	133.46
174	57.18	60.63	58.74	53.84	226.97	3/9/2023	230.39
179	54.18	39.32			52.00	6/12/2023	93.50
182	76.38	72.98	67.85	6.18	123.55	5/24/2023	223.39
184	61.38	71.00	71.30	186.14	100.00	5/26/2023	389.82
185	59.20	75.00	72.91	86.34	200.00	7/7/2023	293.45
186	60.12	26.17			200.00	5/31/2023	86.29
190	54.00	4.90			98.00	7/5/2023	58.90
191	57.92	52.34			52.76	5/26/2023	110.26
192	56.58	28.89			246.87	4/11/2023	85.47
193	90.55	11.89			237.71	6/29/2023	102.44
197	58.30	50.42			50.00	6/14/2023	108.72
198	60.50	57.41			51.62	6/20/2023	117.91
202	71.05	78.65			101.79	5/24/2023	149.70
203	57.86	5.54			110.76	6/29/2023	63.40
207	58.42	5.23			104.58	6/29/2023	63.65
208	56.34	56.47	50.98	5.33	106.68	5/8/2023	169.12
211	55.94	4.96			99.14	6/29/2023	60.90
213	60.38	5.59			55.58	7/7/2023	65.97
217	54.00	56.94	54.23	55.52	130.40	3/24/2023	220.69
218	66.00	61.36			68.65	6/2/2023	127.36
220	89.18	76.73	120.52		255.20	6/9/2023	286.43
222	60.62	60.04	59.68		60.50	4/13/2023	180.34
226	58.64	52.04			229.98	6/6/2023	110.68
227	54.74	50.26			228.12	6/6/2023	105.00
230	57.00	0.50			50.00	6/14/2023	57.50
237	59.60	54.50			54.88	5/18/2023	114.10
240	54.00	4.90			98.00	6/30/2023	58.90
243	59.08	64.03			64.64	5/30/2023	123.11
245	56.08	52.44	8.31		166.21	5/18/2023	116.83
246	89.65	64.79	61.50	66.18	227.22	3/13/2023	282.12
247	59.14	59.58	65.47	8.55	171.08	5/11/2023	192.74

249	56.92	69.31	68.33	244.69	50.00	6/1/2023	439.25
253	55.56	49.50	10.53		98.00	5/17/2023	115.59
256	59.26	61.30			55.08	6/14/2023	120.56
261	58.56	58.71	51.84	2.20	116.96	4/24/2023	171.31
264	58.82	58.98	52.74		192.94	6/6/2023	170.54
276	63.50	58.46	6.28		125.56	5/24/2023	128.24
277	56.68	51.90			74.70	5/30/2023	108.58
278	54.00	4.90			49.00	6/29/2023	58.90
279	58.90	73.92	15.62		312.31	6/14/2023	148.44
282	61.86	2.58			66.30	6/14/2023	64.44
286	60.40	69.99			60.00	6/29/2023	130.39
287	54.64	63.64	4.10		60.00	6/20/2023	122.38
289	65.06	60.04			60.06	6/6/2023	125.10
290	84.10	76.23	59.38	15.14	302.73	4/20/2023	234.85
293	58.02	57.84			61.21	6/2/2023	115.86
295	54.52	58.95	55.76	79.04	150.00	3/28/2023	248.27
297	84.48	61.78			68.53	5/24/2023	146.26
298	58.84	65.32	73.15	106.72	200.00	6/6/2023	304.03
299	59.76	5.73			114.62	6/16/2023	65.49
301	59.14	3.24			49.00	6/29/2023	62.38
305	61.94	55.66			55.44	6/7/2023	117.60
307	60.54	59.58	53.07		196.00	5/17/2023	173.19
309	77.80	73.29	72.20	118.19	126.38	3/9/2023	341.48
314	67.90	56.76	5.63		112.56	5/23/2023	130.29
317	62.72	70.11	56.00		148.40	6/14/2023	188.83
322	63.96	65.16	57.86		256.35	4/14/2023	186.98
325	64.83	1.50			53.40	7/5/2023	66.33
326	63.24	22.78			110.84	5/5/2023	86.02
329	58.52	18.14			60.00	7/3/2023	76.66
330	58.68	58.15	59.91	4.72	94.41	5/11/2023	181.46
334	54.00	62.49	59.55	160.83	109.26	1/18/2023	336.87
335	57.54	60.40	59.67	21.13	100.00	5/8/2023	198.74
337	63.98	52.02			150.00	7/6/2023	116.00
339	54.00	54.45	49.00	11.03	220.64	5/5/2023	168.48
347	57.74	53.56			52.64	5/8/2023	111.30
348	59.02	55.72	10.94		100.00	5/24/2023	125.68
350	75.00	70.00			30.21	6/14/2023	145.00
354	61.80	54.60			55.52	5/30/2023	116.40
358	60.28	60.21	51.80	12.16	243.26	4/21/2023	184.45
359	56.60	51.48			51.56	5/24/2023	108.08
367	61.22	59.36	54.86		256.66	6/2/2023	175.44
377	70.00	10.20			167.82	6/14/2023	80.20
<hr/>							
	8,932.86	6,481.49	3161.74	2163.00	17,797.24		20,739.09

**CAMP MEEKER RECREATION AND PARK DISTRICT
WATER SALES 2023**

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	1,198,380	391,820	806,560	695,060	67.31%	13.83%	
Alliance Master Meter Union Park	363 369	FEB	1,318,880	422,400	896,480	817,810	67.97%	0.08%	
Alliance Master Meter Union Park	363 369	MARCH	1,087,110	386,650	700,460	615,610	64.43%	12.11%	
Alliance Master Meter Union Park	363 369	APRIL	1,232,060	455,780	776,280	682,910	63.01%	12.03%	
Alliance Master Meter Union Park	363 369	MAY	1,320,720	455,780	864,940	720,120	65.49%	0.00%	
Alliance Master Meter Union Park	363 369	JUNE	1,238,970	666,890	572,080	816,010	46.18%	-42.64%	
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							
	total 2023								

RESOLUTION NO. 2023-007

CAMP MEEKER RECREATION AND PARK DISTRICT

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CAMP MEEKER RECREATION AND PARK DISTRICT
APPROVING INSURANCE COVERAGE LIMITATIONS & PREMIUM PAYMENT
FOR YEAR 2023-2024**

Be it resolved that the Board of Directors of the Camp Meeker Recreation & Park District has reviewed coverage limitations for General Liability, Auto Liability, and Errors and Omissions coverage limits of \$5 million dollars for the year 2023-2024 and authorizes payment to the Special District Risk Management Authority in the amount of \$10,751.90.

It is hereby certified that the foregoing Resolution was duly introduced and legally adopted by the Board of Directors of the Camp Meeker Recreation and Park District during a meeting held on the 18st day of July 2023.

AYES _____ NAYS _____ ABSTAIN _____ ABSENT _____

SO, ORDERED

Attested

Vote	Yes	No
Helfrich		
Larson		
McDaniel		
Bell-Alper		
Watson		

July 18, 2023

JOHN MCDANIEL
Secretary-Treasurer

Resolution No. 2023-006

Resolution of the Board of Directors of the Camp Meeker Recreation and Park District authorizing the Camp Meeker Recreation and Park District to enter into an amendment for Contract No. C9801694 with the State of California for the Per Capita Grant Program Under the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018.

WHEREAS, the Camp Meeker Recreation and Park District will enter into an Amended Contract with the State of California to decrease the Camp Meeker Recreation and Park District Per Capita Grant Fund allocation from \$ 121,120 to \$ 0 to reflect the pass through of \$ 121,120 to the Russian River Recreation and Parks District.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Camp Meeker Recreation and Park District hereby:

1. Approves the Amendment to Contract No. C9801694 with the State of California under the Per Capita Grant Program under the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018; and
2. Authorizes the Board President to execute the Amendment on behalf of the Camp Meeker Recreation and Parks District.

PASSED AND ADOPTED by the Board of Directors at a meeting held on the 18th day of July 2023.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

GARY HELFRICH

BOARD PRESIDENT
(Authorized Representative)

May 15, 2023

Ms. Cheryl Doran-Girard
Administrator
Camp Meeker Recreation and Park District
Post Office Box 461
Camp Meeker, California 95419-0461

RE: Notification of Election Ballot – 2023 SDRMA Board of Directors Election

Dear Ms. Doran-Girard,

The Special District Risk Management Authority (SDRMA) Board of Directors 2023 Election began in January, with the opening of nominations. On May 11, 2023, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2022-06 Establishing Guidelines for Director Elections. The Election Committee confirmed that (4) candidates met the qualification requirements, and those names are included on the Official Election Ballot.

The Official Election Ballot Document Packet posted below this letter as an attachment in Memberplus includes:

- *Election Ballot Instructions*
- *Official Election Ballot (Action Required)*
- *Candidate's Statements of Qualifications (4)*

The signed Official (wet signature) Election Ballot **MUST** be sealed and received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Tuesday, August 8, 2023, to the address below. Faxes or electronic transmissions are NOT acceptable.

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814

Important Balloting and Election Dates – The balloting and election dates are as follows:

- **August 8, 2023:** Deadline for members to return the signed Official Election Ballot.
- **August 9-11, 2023:** Ballots are opened and counted.
- **August 10-11, 2023:** Election results are announced, and candidates notified.

- **November 1-2, 2023:** Newly elected Directors are invited to attend SDRMA board meeting (Sacramento).
- **January 2024:** Newly elected Directors are seated, and Board officer elections are held.

Please do not hesitate to contact SDRMA's Management Analyst Candice Richardson at crichardson@sdrma.org or 800-537-7790 if you have any questions regarding the election and balloting process.

Sincerely,
Special District Risk Management Authority

A handwritten signature in blue ink, appearing to read "Candice Richardson".

Candice Richardson
Management Analyst



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

2023 BOARD OF DIRECTORS ELECTION

OFFICIAL ELECTION BALLOT ATTACHED

This is an official election packet that contains items that require ACTION by your Agency's governing body for the selection of up to three (3) candidates to the SDRMA Board of Directors.

ELECTION PACKET ENCLOSURES

- ☐ Election Ballot Instructions
- ☐ Official Election Ballot (Action Required)
- ☐ Candidate's Statements of Qualifications (4)



SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2023.

On May 11, 2023, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2022-06 Establishing Guidelines for Director Elections. The Election Committee confirmed that (4) candidates met the qualification requirements, and those names are included on the Official Election Ballot.

The Official Election Ballot along with a Statement of Qualifications as submitted by each candidate is posted to the SDRMA MemberPlus portal along with these instructions. Election instructions are as follows:

1. The Official Election Ballot must be used to ensure the integrity of the balloting process.
2. Print a copy of this ballot, then select up to three (3) candidates. Your agency's governing body must approve the Official Election Ballot at a public meeting. **Ballots containing more than four (4) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Ballot MUST be sealed and received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Tuesday, August 8, 2023 to the address below. Faxes or electronic transmissions are NOT acceptable.

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814
4. The four-year terms for newly elected Directors will begin on January 1, 2024, and terminate on December 31, 2027.
5. Important balloting and election dates are:
 - **August 8, 2023:** Deadline for members to return the signed Official Election Ballot.
 - **August 9-11, 2023:** Ballots are opened and counted.
 - **August 10-11, 2023:** Election results are announced, and candidates notified.
 - **November 1-2, 2023:** Newly elected Directors are invited to attend SDRMA board meeting (Sacramento).
 - **January 2024:** Newly elected Directors are seated, and Board officer elections are held.

Please do not hesitate to contact SDRMA's Management Analyst Candice Richardson at crichardson@sdrma.org or 800-537-7790 if you have any questions regarding the election and balloting process.

OFFICIAL 2023 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery at SDRMA on or before 4:30 p.m., Tuesday August 8, 2023. Faxes or electronic transmissions are NOT acceptable.

- ☐ **ROBERT SWAN** (INCUMBENT)
Director, Groveland Community Services District
- ☐ **ACQUANETTA WARREN**
Vice Chair, Local Agency Formation Commission for San Bernardino County
- ☐ **JESSE CLAYPOOL** (INCUMBENT)
Board Chair, Honey Lake Valley Resource Conservation District
- ☐ **SANDY SEIFERT-RAFFELSON** (INCUMBENT)
General Manager, Herlong Public Utility District

ADOPTED this ____ day of _____, 2023 by the:

at a public meeting by the following votes:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

APPROVED:

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates
– no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Bob Swan
District/Agency Groveland Community Services District (GCSD)
Work Address P.O. Box 350, Groveland CA 95321
Work Phone (209) 962-7131 Cell Phone (408) 398-4731

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I have been a member of the SDRMA Board for two terms. I would like to be elected to a third term because:

1. As a board member of Groveland CSD, I am very aware of the great value that smaller districts get from their membership in SDRMA, and I'd like to continue to support the Authority's great member services.
2. While the organization continues to operate well, thanks to its experienced and motivated staff, we are once again going through a period of management change. I believe that Board continuity is particularly important at such a time.
3. The California re-insurance market continues to be challenging. I believe that my eight years of board experience will be helpful as we negotiate the potentially tricky economic future.
4. Personally, I feel that we have a very well-functioning and collegial Board, and I find it both challenging and enjoyable to be part of it.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

1. SDRMA Board: Member since 2016, presently Vice President. I am our representative on the CSDA Legislative Committee (and a member in my own right), and on the Alliance Executive Council.
2. Groveland CSD Board: Member since appointment in June 2013. I was Board President 2014-2018.
3. Member of Board of Southside Community Connections, which is a 501(c)(3) nonprofit in Groveland that provides transportation, educational, social and recreational services to seniors and differently-abled folks in the Groveland area. I was on this Board from 2018 through 2022, mostly as Treasurer.
4. Board Member (Treasurer) of Pine Cone Performers, a local community choral and acting group, since 2010.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

Background: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry as engineer, engineering manager, business unit director.

Skills, etc.: Very familiar with financial reports and cost accounting. Working knowledge of computer and communications technology. In my work life, I managed geographically distributed organizations with up to 150 technical personnel and up to \$120 million in annual sales. I'm pretty good at helping groups work together to achieve consensus (or, failing that, acceptable compromise).

In recent years, most of my volunteer work has been in driving folks (who can't drive themselves) to medical appointments, shopping, and the like. This is one of the services of Southside Community Connections.

I'm also a pretty decent choral singer, but that's not relevant to this application.

What is your overall vision for SDRMA? (Response Required)

Our vision statement is "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". To achieve this vision, I believe we must focus on:

(1) maintaining long-term financial stability, by ensuring that there is a fair allocation of cost versus risk across the membership, continuously evaluating the appropriate level of risk retention, and using creative ideas like our "captive" reinsurance agency to enhance our cash position.

(2) continue to expand our risk management training and assistance services. We have made significant improvements in this area by bring it internal to the Authority.

(3) continue to emphasize services to our core membership: small to mid-sized districts with limited options for insurance.

(4) ensure that SDRMA remains a desirable workplace, and maintain our highly-qualified and responsive staff.

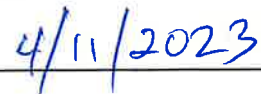
Above all, remember that this is an insurance pool, owned by its member agencies, and maintain an overarching focus on member service and support. Make certain that we will be here for our members.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date



Special District Risk Management Authority

Board of Directors

Candidate's Statement of Qualifications

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Candidate* **ACQUANETTA WARREN**
District/Agency **Local Agency Formation Commission (LAFCO) for San Bernardino County**
Work Address **1170 W. Third Street, Unit 150, San Bernardino, CA 92415-0490**
Work Phone **(909)388-0480** Home Phone

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? **(Response Required)**

As a City Mayor I have been fortunate to serve on regional boards that include special district representation: San Bernardino Countywide Oversight Board and Southern California Water Coalition's Board of Trustees. I realize that special districts, especially the smaller districts, are not included in the conversation for a variety of matters. Currently, I serve on San Bernardino LAFCO and the California Association of LAFCOs, which do have robust special district representation. I believe that my skills, experience, and understanding can contribute to SDRMA. Specifically, I want to contribute by developing programs that would help member agencies maximize their protection and minimize their risks.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) **(Response Required)**

I currently serve as mayor for the City of Fontana. This is my fourth term, and my focus has been bolstering economic development, creating educational opportunities, improving public safety, and advocating for a healthier community. As mayor, I have been fortunate to serve on:

- San Bernardino LAFCO since 2014, serving currently as Vice Chair of the Commission. I am also a Board Member of the statewide organization of LAFCOs, CALAFCO, serving as Treasurer
- San Bernardino County Transportation Authority: Board of Directors, General Policy Committee, and Transit Committee
- San Bernardino County Racial Equity Committee for the San Bernardino Council of Governments
- San Bernardino Countywide Oversight Board

In addition, I am the current Chair for the Southern California Water Coalition's Board of Trustees as well as Co-Chair of its Task Force for Water Equity, Access, and Affordability.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

Aside from being Mayor for the City of Fontana, I am currently the District Director for the Second Supervisorial District for San Bernardino County and I coordinate district services and communications with constituents, I oversee community outreach efforts, as well as supervise district staff.

In addition to local-level involvement, I have served on the State Park Commission and as a trustee of the United States Conference of Mayors, an official non-partisan organization of cities in the United States with populations of 30,000 or more. I have also served in community organizations such as Water/Recycled Water Projects and Development Processing for New Communities, Casa Colina Rehabilitation Hospital Board of Directors, and the Upland YMCA Board of Directors.

What is your overall vision for SDRMA? (Response Required)

My vision for SDRMA is to ensure that it continues to be the best risk management agency, who will continue to listen and communicate with its member agencies. I would strive to make sure SDRMA continues to provide excellent service, provide educational and training programs that are beneficial to its member agencies, and offer more resources that add value to its members. Lastly, I want to make sure SDRMA operates in the highest ethical manner with complete transparency.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4/25/2023

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Jesse D. Claypool
District/Agency Honey Lake Valley Resource Conservation District
Work Address USDA Service Center 170 Russell Avenue, Suite C, Susanville, CA 96130
Work Phone 530-257-7271 Cell Phone 530-310-0232

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

My interest for being on the SDRMA Board of Directors is because I believe it is imperative for there to be a knowledgeable and experienced voice on the Board with the perspective of the small to mid-size special district. In addition, I am eager to continue working with SDRMA staff and fellow Board members, providing relevant and affordable solutions, available to all special districts.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

The vast amount of understanding and experience that I've gained as a current member of the SDRMA Board of Directors will undoubtedly aide as I continually strive to be an increasingly effective member of the SDRMA Board of Directors going forward.

In addition to being a current SDRMA Board member, I am currently Chairman of the Board for the Honey Lake Valley Resource Conversation District and a board member of a Regional Water Managment Group. Previously I have served on the following, Lassen County's Civil Grand Jury, two terms, CSDA Professional Development committee, two terms, Janesville Union School District trustee, Technical Advisory Committee for the prevention of violence against schools K-12, two terms, and CSDA Member Services committee, two terms.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)


I have attended various board member trainings and completed leadership and governance classes, including the following; CSDA's Extraordinary Leadership Training and CSDA's Special District Leadership Academy.

I have received CSDA's Recognition in Special District Governance certificate and successfully completed Executive Education in Public Policy at University of Southern California, Sol Price School of Public Policy.

What is your overall vision for SDRMA? (Response Required)

My continued vision for SDRMA is to be effective within the communities they serve. With focused attention to affordable solutions, administered by a team of highly dedicated professional staff, SDRMA will continue to be an industry leader providing affordable solutions to its members.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date 4/20/2023

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

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Candidate* Sandy Seifert-Raffelson
District/Agency Herlong Public Utility District
Work Address P O Box 115, Herlong CA 96113
Work Phone (530)827-3150 Cell Phone (530)310-4320

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I am a current Board member of SDRMA and feel that I have added my financial and general manager background to make a better-informed decision for SDRMA members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 35 plus years' experience in accounting and special districts.

I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limited revenue and staff. My experience in small districts give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise within.
I feel I am an asset to this Board, and would love a chance to stay on 4 more years!

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

While serving on the SDRMA Board, I have been privileged to be Secretary of the Board, Vice-President and currently President. I have served on CSDA's Audit and Financial committee's for several years; I have served on the SRLF Board and current President; Northeastern Rural Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 18 years; and UC Davis Equine Board. In the past 30 years, I have learned that there is no "I" in Board and it can be very rewarding to part of a team that makes a difference for others.

As part of my many duties working for Herlong PUD, I worked to form the District and was directly involved with LAFCo Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first policies for HPUD. I have administered the financial portion of 2 large capital improvement projects with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently in the middle of a 14 million infrastructure project with SRF monies. I am also the primary administrator of two federal contracts for utility services.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

I have my Bachelor's Degree in Business with a minor in Sociology. I have audit small districts and worked for a small district for almost 18 years. I am a good communicator and organizer. I have served on several Boards and feel I work

well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

With HPUD and with SDRMA both boards and employees have worked hard to receive their District of Distinction and their District of Transparency.

I feel I am a good leader with people skills that can accomplish what is necessary to keep a District or JPA moving forward.

What is your overall vision for SDRMA? (Response Required)

SDRMA Staff and Board work together to bring Special Districts affordable insurance for the pool they serve. By

listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would continue advocating for these continued efforts and rewarding continue education for all Districts and employees.

I see SDRMA pool continuing for centuries and serving those needs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature Samuel Seiferth Raffelson Date 4/17/2023