

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

Tuesday July 16, 2019 7:00 pm  
DISTRICT OFFICE (Next to the Fire Station)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. STATEMENTS OF ABSTENTION

V. PUBLIC COMMENT

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

VI. CONSENT ITEMS (10 minutes)

A. Approval of Minutes

1. May 19, 2019 Minutes

2. June 18, 2019 Minutes

B. Payment of Claims

C. Journal Entry Approval

D. Administrative and Financial Report

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

A. Report of operations for the current month.

IX. ACTION ITEMS

A. SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) 2019 ELECTION

BALLOT BOARD OF DIRECTORS (Staff, 10 minutes)

DESCRIPTION: Special District Risk Management Authority is a public agency that provides risk management/insurance coverage for California local governments. The Board will review the election materials provided by SDRMA and selection up to three (3) candidates. The four-year terms for newly elected Directors will begin January 1, 2020 and terminate on December 31, 2023. The ballot must be delivered to Sacramento prior to August 21, 2019 to be considered valid and must be considered at a public meeting.

PROPOSED ACTION: The Board will select nominees and sign the official ballot for return to SDRMA by August 21, 2019.

B. RESCIND RESOLUTION 2010-003: SIMPLIFIED BID PROCESS FOR MINOR PROJECTS (Staff, 10 minutes)

DESCRIPTION: In May 2010, the then Board adopted Resolution 2010-003 entitled "SIMPLIFIED BID PROCESS FOR MINOR PROJECTS." The issue was reviewed by Malcolm Manwell prior to the adoption process and the existing documentation has been

reviewed. The Board will discuss the existing Resolution to determine if should remain a policy of the District.

PROPOSED ACTION: The Board may/may not approve rescinding Resolution 2010-003.

C. UPDATE: ANDERSON HALL OPERATIONS AND MAINTENANCE REPORT

(John McDaniel, 10 minutes)

DESCRIPTION: The Board will discuss continuing operations and proposed maintenance projects for Anderson Hall and the District office for the 2019-2020 fiscal year as well as anticipated issues.

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

D. UPDATE: SCWA INVOICES AND AMENDED AGREEMENT (Anthony Tominia, 5 minutes)

DESCRIPTION: The Sonoma County Water Agency has submitted bills to the District totaling \$11,841.71 for water in accordance with the amended agreement of October 2016. The Board will discuss the agreement and bills.

PROPOSED ACTION: The Board may take further action.

E. UPDATE; REMOVAL OF TREE OVERHANGING ANDERSON HALL (Valery Larson, 10 minutes)

DESCRIPTION: Director Larson will present a draft letter and initiate a discussion of an overhanging tree hazard to the District's Anderson Hall property. The tree is located on a parcel owned by St. Dorothy's Rest.

PROPOSED ACTION: The Board may/may not approve a letter to the Episcopal Diocese of San Francisco requesting that the Diocese arrange for removal of the tree as it is causing a potential hazard at Anderson Hall.

X. 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**

XI. ADJOURNMENT

HOW TO GET AN ITEM ON THE AGENDA

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

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

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

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

[http://www.campmeeker.org/wordpress/?page\\_id=224](http://www.campmeeker.org/wordpress/?page_id=224).

MINUTES OF THE SPECIAL MEETING  
OF THE  
CAMP MEEKER RECREATION & PARK DISTRICT  
BOARD OF DIRECTORS

SUNDAY, MAY 19, 2019, NOON

Recreation Building, 5240 Bohemian Highway, Camp Meeker, CA

I. CALL TO ORDER

The meeting was called to order by President Helfrich at noon.

II. ROLL CALL

Directors Helfrich, Larson, McDaniel, Tominia, and Watson were present.

III. APPROVAL OF AGENDA

The agenda was approved by Directors present.

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.

There was no public comment.

VI. ACTION ITEMS

A. RESOLUTION 2019-002: PRESENTATION HONORING CATHIE CASTLE ANDERSON

DESCRIPTION: After review and presentation of the plaque affixed to the new bench, Gary Helfrich, Board President, spoke regarding Cathie Castle Anderson's long years of dedicated service to the Camp Meeker community and the Recreation and Park District in particular at the playground where a bench has been installed recognizing Cathie's contributions to the District.

ACTION: A motion was made by Lynn Watson, and seconded by Anthony Tominia to approve Resolution 2019-002 recognizing Cathie Castle Anderson's contributions to the District.

Directors Helfrich, Larson, McDaniel, Tominia, and Watson voted yes.

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

The motion was approved.

VII. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by John McDaniel, and seconded by Anthony Tominia that the May 19, 2019 meeting of the Camp Meeker Board of Directors is adjourned.

Directors Helfrich, Larson, McDaniel, Tominia and Watson voted yes.

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

The motion was approved.

The meeting adjourned at 12:30 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

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

Tuesday June 18, 2019 7:00 pm  
DISTRICT OFFICE (Next to the Fire Station)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order at 7:05 p.m. by President Helfrich.

II. ROLL CALL

Directors Helfrich, Larson, McDaniel, Tominia, and Watson were present.

III. APPROVAL OF AGENDA

A motion was made by Valery Larson, and Lynn Watson seconded to approve the agenda as posted.

Directors Helfrich, Larson, McDaniel, Tominia, and Watson voted yes.

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

The motion was approved.

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

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

Richard Seaman of Fire Safe-Camp Meeker informed the Board that he had a note of thanks from the community to Cal Fire for their recent response to a house fire in Camp Meeker in the event that any one present would like to sign.

VI. CONSENT ITEMS

A. Approval of Minutes

1. May 21, 2019 minutes

A motion was made by John McDaniel, and, seconded by Valery Larson to approve the May 21, 2019 minutes as recorded.

Directors Helfrich, Larson, McDaniel, Tominia, and Watson voted yes.

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

The motion was approved.

B. Payment of Claims

A motion was made by Anthony Tominia, and seconded by John McDaniel to approve the June 18, 2019 warrant request 2018/2019-012 as follows:

2018-2019-012	RP-June 2019	11,343.03
\$31,275.82	Water-June 2019	19,932.79

Wells Fargo Bank Checks 1930-1943, Bank of the West checks 643 and 644 in payment of expenses and water receipt transfers, and US Bank check 1095 client deposit return.

Directors Helfrich, Larson, McDaniel, Tominia, and Watson voted yes.

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

The motion was approved.

C. Journal Entry Approval

There were no journal entries other than those reflecting recurrent account interest and Square transactions for Anderson Hall deposits and fees.

D. Administrative and Financial Report

Ms. Doran-Girard detailed Direct Charge processing for 2019-2020, related late July due dates and impact on processing by August 12. She further reported regarding vehicle abatement action, USPS increase in trailer site rental fees, SDRMA elections to be reviewed by the Board in July, Prop 68 Grant information, and fiscal year-end 6/30/2019 processing.

VII. REPORT OF THE WATER SYSTEM OPERATOR

- A. Jamie Dunton of Russian River Utility reported that the system is working well and that the Consumer Confidence Report will be available next month.

IX. ACTION ITEMS

A. UPDATE PROPOSED CMVFD CONTRACT

DESCRIPTION: Jim Stephens reported regarding fire issues with respect to County two-year contracts and the possibility of Community Service Districts and Recreation and Park Districts combining.

ACTION: No action was taken.

B. WATER SYSTEM: 2019 TEMPORARY URGENCY CHANGE PETITION

DESCRIPTION: Mary Ann King of Trout Unlimited detailed that the District's petition to **permanently** change its water right to facilitate future water releases into Dutch Bill Creek for the benefit of Coho salmon and steelhead has yet to be completed with the State Water Board; therefore, it will be necessary to file a TUCP (Temporary Urgency Change Petition) with the State to keep this proposed activity compliant with State water law. John Green of Gold Ridge Resource Conservation District described the theory of stream flows and that flows appear to be lowering to the point where it would be good to enhance them this year.

Discussion ensued.

ACTION: A motion was made by Anthony Tominia, and, seconded by Valery Larson to approve the request for a TUCP from the State and authorize the Board President to execute the appropriate documents.

Directors Helfrich, Larson, McDaniel, Tominia, and Watson voted yes.

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

The motion was approved.

C. ANDERSON HALL 2019-2020 PROPOSED MAINTENANCE

DESCRIPTION: John McDaniel reported regarding proposed maintenance projects for Anderson Hall and the anticipated increase in revenues as well as maintenance for the District office for the 2019-2020 fiscal year. It is thought that more detailed information will be available by July.

ACTION: The Board took no further action regarding Anderson Hall.

D. RESOLUTION 2019-005: APPROVAL OF PRELIMINARY BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020.

DESCRIPTION: The Board reviewed the proposed preliminary budget, which California law requires adopted by June 30, 2019.

ACTION: A motion was made by Valery Larson, and, seconded by John McDaniel to approve the Resolutions 2019-005: Preliminary Budget for 2019-2020 as presented.

Directors Helfrich, Larson, McDaniel, Tominia, and Watson voted yes.

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

The motion was approved.

E. RESOLUTION 2019-006: TRANSFER OF FUNDS RECREATION AND PARK OPERATING FUND TO WATER OPERATIONS FUND FOR FISCAL YEAR ENDING JUNE 30, 2019.

DESCRIPTION: The Board adopted Resolution 2015-007 on June 23, 2015 regarding the disposition of \$23,887.00 owed the water fund by the capital fund and determined that the amount owed would be allowed to “float” and subject to review 2017. Over the last two fiscal years, the amount owed the water fund has been reduced to \$6,887. The District’s fiscal officer is proposing no transfer from the Recreation and Park Operating fund in order to have as much funding as possible for District maintenance and repairs.

ACTION: A motion was made by John McDaniel, and seconded by Anthony Tominia to approve Resolution 2019-006 reflecting no transfer of funds for the 2019-2020 Fiscal year to reduce the \$6,887 owed the water fund by the Recreation and Park fund. The Board may further review in the 2019-2020 fiscal year and costs of projected maintenance and repairs.

Directors Helfrich, Larson, McDaniel, Tominia, and Watson voted yes.

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

The motion was approved.

F. RESOLUTION 2019-007 REVIEW OF INSURANCE COVERAGE LIMITATIONS FOR THE FISCAL YEAR 2019-2020; AND, APPROVAL OF COVERAGE LIMITATIONS AND CARRIER PAYMENT

DESCRIPTION: The Board reviewed the insurance coverage limitations provided by SDRMA for the fiscal year 2019-2020. Past years coverage limitations were set at 5 million dollars to provide the District with coverage appropriate to its assets/activities. Premium for the fiscal year is \$7,750.45.

ACTION: A motion was made by Anthony Tominia, and seconded by John McDaniel to approve Resolution 2019-007 setting coverage limitations of 5 million dollars and approving carrier payment of \$7,750.45.

Directors Helfrich, Larson, McDaniel, Tominia, and Watson voted yes.

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

The motion was approved.

G. SCWA INVOICES AND AMENDED AGREEMENT

DESCRIPTION: Director Tominia reported that the Sonoma County Water Agency has submitted bills to the District totaling \$11,841.71 for water in accordance with the amended agreement of October 2016. The Board discussed the agreement and bills indicating that District Counsel had reviewed the agreement prior to signing.

ACTION: Director Tominia will continue to work with SCWA and District Counsel to resolve the issue.

H. REMOVAL OF TREE OVERHANGING ANDERSON HALL

DESCRIPTION: Director Larson presented a draft letter to the Episcopal Diocese and discussion ensued regarding an overhanging tree hazard to the District's Anderson Hall property. The tree is located on a parcel owned by St. Dorothy's Rest.

ACTION: The Board directed staff to assist with revisions and mailing of the letter to the appropriate individuals at the San Francisco Episcopal Diocese requesting that the Diocese arrange for removal of the tree as it is causing a potential hazard at Anderson Hall and authorized Director Larson to sign the letter.

I. PROPOSED POLICY: ABANDONED AUTO ON DISTRICT PROPERTY

DESCRIPTION: The Board will review a proposed policy to address automobiles abandoned on District property and removal thereof by the County of Sonoma vehicle abatement section of Permit and Resource management.

ACTION: No further action was needed based on the PRMD handling of the removal.

X. DIRECTORS' REPORTS

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

Director Watson expressed concern regarding the house fire that was in close proximity to her home and requested an agenda item regarding same.

XI. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Lynn Watson, and seconded by Valery Larson that the June 2019 meeting of the Camp Meeker Board of Directors is adjourned.

Directors Helfrich, Larson, McDaniel, Tominia and Watson voted yes.

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

The motion was approved.

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD  
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**CHERYL DORAN GIRARD  
CLIENT MEMORANDUM**

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**TO:** CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS  
**FROM:** CHERYL DORAN GIRARD  
**SUBJECT:** JULY 16, 2019 WARRANTS AND FINANCIAL INFORMATION  
**DATE:** JULY 10, 2019

Financial Statements and Warrant Detail in the board packet following this memorandum provide updated information through July 10, 2019.

2019/2020-001	RP-July 2019	6,269.82
\$21,817.49	Water-July 2019	15,547.67

The Financial statements included in the Board info packet represent revenue and expenses to date the 6/30/2019 fiscal year. The adopted 2018-2019 Final Budget for comparison is included.

All bank accounts with the exception of Bank of the West have been reconciled. The issues with the last PayPal transaction remain unresolved and in stasis. The upgraded website booking process, Square credit card, and general ledger functions are ongoing and solutions to streamlining the handling of data are becoming more clear as time goes on. These issues are website centered rather based in transitioning data from one software to another. It is also apparent that handling Anderson Hall rentals, while not difficult, is extremely time consuming. Please continue to refer Anderson Hall inquiries to John or I.

I continue to write instruction and policy books for the District when time is available. Please give thought to 2019-2020 projects prior to adoption of Final Budget at the September 17, 2017 meeting.

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 # 2019-2020-001

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
Larson, Valery	30.00	30.00		Director Stipend-July
Watson, Lynn	30.00	30.00		Director Stipend-July
Camp Meeker Water	80.58	80.58		Water Services
Doran-Girard, Cheryl	7,259.02	1,975.88	1,975.87	Consulting-June/July 2019
Doran-Girard, Cheryl		1,257.37	1,257.38	Consulting-June/July 2019
Doran-Girard, Cheryl	-	179.63	179.62	Consulting-June/July 2019
Doran-Girard, Cheryl	-	179.62	179.63	Consulting-June/July 2019
Doran-Girard, Cheryl		32.03	41.99	Postage
Fedex Office	121.30	60.65	60.65	Printing-Board Packet
McPhail Fuel	501.43	501.43		Hall-Propane
PGE	97.10	97.10	-	Electric Service
Perry, Johnson	90.00	45.00	45.00	Legal Services
Russian River Utility	10,419.12	-	10,419.12	Contract Services
Sonoma County ACTTC	864.00	174.00	690.00	LAFCO Apportion
State Compensation Ins	1,783.79	1,283.79	500.00	Worker Compensation
US Bank	541.15	124.50	124.50	Software Lease
US Bank		198.35	73.91	Website & Communications
US Bank		19.89		Anderson Presentation-Food

Total	<u>21,817.49</u>	<u>6,269.82</u>	<u>15,547.67</u>	-
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DIRECTOR APPROVAL:

DATE:

7/16/19

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**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - CDG-Current Register  
1010 - Cash In Wells Fargo Bank-Operating  
From 6/19/2019 Through 7/17/2019

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1944	System Generated Check/Vo...	Camp Meeker Wa...	7/16/2019	82.96
1945	System Generated Check/Vo...	Cheryl Doran-Girard	7/16/2019	7,259.02
1946	System Generated Check/Vo...	Fedex Office	7/16/2019	121.30
1947	System Generated Check/Vo...	McPhail Fuel Com...	7/16/2019	501.43
1948	System Generated Check/Vo...	P G & E	7/16/2019	97.10
1949	System Generated Check/Vo...	Perry Johnson An...	7/16/2019	90.00
1950	System Generated Check/Vo...	Russian River Utility	7/16/2019	10,419.12
1951	System Generated Check/Vo...	Sonoma County A...	7/16/2019	864.00
1952	System Generated Check/Vo...	State Compensati...	7/16/2019	1,783.79
1953	System Generated Check/Vo...	US Bank	7/16/2019	541.15
1954	Director Stipend-July 2019	Valery Larson	7/16/2019	30.00
1955	Director Stipend-July 2019	Lynn Watson	7/16/2019	30.00
		Total 1010 - Cash In Wells Fargo Bank-Operating		21,819.87

**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - CDG-Current Register  
1030 - Cash in Bank of the West-Water  
From 6/19/2019 Through 7/17/2019

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
645	USDA/CAP Wtr Tfr June Rec...	Camp Meeker Rec...	7/16/2019	6,600.00
646	Wtr Receipts Tfr Operations ...	Camp Meeker Rec...	7/16/2019	<u>10,400.00</u>
		Total 1030 - Cash in Bank of the West-Water		17,000.00

**Camp Meeker Recreation & Parks District**  
Check/Voucher Register - CDG-Current Register  
1040 - Cash in US Bank-Rental Deposits/PayPal  
From 6/19/2019 Through 7/17/2019

<u>Check Number</u>	<u>Check Description</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1098	Deferred Revenues Reclass ...	Camp Meeker Rec...	6/30/2019	443.90
1099	Deferred Revenue Transfer ...	Camp Meeker Rec...	7/16/2019	<u>1,441.90</u>
		Total 1040 - Cash in US Bank-Rental Deposits/PayPal		1,885.80
				<u>                    </u>
Report Total				<u><u>40,705.67</u></u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
10 - Recreation & Park - Operating  
From 7/1/2018 Through 6/30/2019  
(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	76,000	80,205	4,205
4020	Property Taxes-CY Supplemental	0	1,020	1,020
4040	Property Taxes-CY Unsecured	0	2,364	2,364
4041	Cost Reimbursement-Collect Delinquent CY Unsec	150	(38)	(188)
4101	Interest Pooled Cash -Sonoma County	25	20	(5)
4110	Interest Earned-Wells Fargo Bank	0	19	19
4210	Rental Fees-Anderson Hall	8,000	12,015	4,015
4215	Rental Fees-Other	1,727	1,598	(129)
4220	State-Home Owner Property Tax Relief	500	267	(233)
4221	State-Other In Lieu -Fish & Wildlife 18-19	0	2	2
4223	State Property Tax -Backfill Wildfire Loss	0	1,503	1,503
4625	Transfers-Within Fund In	0	144	144
	<b>Total Revenue</b>	<u>86,402</u>	<u>99,119</u>	<u>12,717</u>
Expenditures				
5010	Director Stipend	780	780	0
5011	Compensation	4,500	0	4,500
5015	Employer Payroll Tax	371	0	371
5017	Worker Compensation Insurance	1,730	1,639	91
5101	Communications-Telephone	1,574	1,079	495
5105	Communications-ISP Website	250	836	(586)
5110	Communications-Website Other	1,150	60	1,090
5112	Communications-WiFi	0	373	(373)
5184	Janitorial Supplies	500	0	500
5185	Janitorial Services	2,000	1,405	595
5210	Insurance-Property & Liability	3,500	3,875	(375)
5301	Maintenance-Beach and Parks	750	0	750
5302	Maintenance-Bldgs & Improvements	500	5,226	(4,726)
5401	Memberships	200	223	(23)
5402	Marketing	250	0	250
5404	Miscellaneous-Auto Expense	0	23	(23)
5405	Miscellaneous	1,000	775	225
5410	Office Supplies	1,150	1,175	(25)
5415	Office Operations	0	126	(126)
5416	Lease-Accounting Software	1,500	1,619	(119)
5420	Training-Administrative	150	139	11
5425	Postage	200	138	62
5426	Printing Services	175	981	(806)
5427	Supplies	675	0	675
5428	Food	275	20	255
5501	Professional Fees-Web	1,050	1,714	(664)
5502	Professional Fees-Consultants	0	45	(45)
5515	Contract Services-Water Operations	0	20	(20)
5520	Administrative Services	12,500	19,906	(7,406)
5530	Community Events	0	140	(140)
5531	Community Education	0	121	(121)
5540	LAFCO Charges	300	174	126

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
10 - Recreation & Park - Operating  
From 7/1/2018 Through 6/30/2019  
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
5550	Legal Services	2,500	3,817	(1,317)
5555	Professional Services-Auditor	7,500	7,764	(264)
5556	Professional Services-Accounting	12,000	13,602	(1,602)
5570	Service Fee-PayPal	125	232	(107)
5571	Late Fees	50	25	25
5575	Bank Service Fees	175	82	93
5576	Property Tax Administration Fee	1,000	1,009	(9)
5590	Gas and Oil	1,600	1,407	193
5591	Equipment Rentals	0	65	(65)
5592	Water and Sewer	1,100	1,069	31
5594	Utilities	1,025	1,111	(86)
5595	Waste Removal	0	105	(105)
8516	Maintenance & Repair	13,000	1,069	11,931
8565	Equipment 2	1,500	2,314	(814)
9001	Contingency	416	0	416
	Total Expenditures	<u>79,021</u>	<u>76,282</u>	<u>2,739</u>
	Excess of Income Over (Under) Expense	<u>7,381</u>	<u>22,837</u>	<u>15,456</u>



**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
40 - Recreation & Parks - Water Operations  
From 7/1/2018 Through 6/30/2019  
(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	125,640	118,622	(7,018)
4061	Direct Charges -Prior Year	0	2,622	2,622
4101	Interest Pooled Cash -Sonoma County	0	24	24
4310	Sales of Water-Residential	195,000	216,926	21,926
4625	Transfers-Within Fund In	<u>98,500</u>	<u>52,000</u>	<u>(46,500)</u>
	Total Revenue	<u>419,140</u>	<u>390,194</u>	<u>(28,946)</u>
Expenditures				
5017	Worker Compensation Insurance	500	0	500
5101	Communications-Telephone	500	419	81
5105	Communications-ISP Website	350	220	130
5110	Communications-Website Other	350	60	290
5210	Insurance-Property & Liability	3,500	3,875	(375)
5401	Memberships	150	223	(73)
5405	Miscellaneous	125	281	(156)
5410	Office Supplies	750	753	(3)
5415	Office Operations	100	126	(26)
5416	Lease-Accounting Software	1,500	1,619	(119)
5420	Training-Administrative	150	139	11
5425	Postage	150	56	94
5426	Printing Services	500	432	68
5501	Professional Fees-Web	1,500	788	713
5502	Professional Fees-Consultants	25,000	0	25,000
5515	Contract Services-Water Operations	105,000	102,492	2,508
5520	Administrative Services	15,000	20,252	(5,252)
5540	LAFCO Charges	1,200	690	510
5550	Legal Services	7,500	4,725	2,775
5555	Professional Services-Auditor	8,500	7,652	848
5556	Professional Services-Accounting	14,000	12,712	1,288
5565	Fiscal Agent Fees	1,200	0	1,200
5575	Bank Service Fees	175	74	101
5580	Elections Cost	2,000	0	2,000
5585	Public/Legal Notices	400	298	102
5587	Water System Fees-State	2,500	2,355	145
5588	Testing-Water System	0	104	(104)
5590	Gas and Oil	0	198	(198)
5594	Utilities	6,500	9,242	(2,742)
8511	Maintenance & Repair	0	2,018	(2,018)
8516	Maintenance & Repair	15,000	14,876	124
8567	Engineering Services	0	301	(301)
8625	Tfr Within Fnd-Out	<u>205,000</u>	<u>127,607</u>	<u>77,393</u>
	Total Expenditures	<u>419,100</u>	<u>314,588</u>	<u>104,512</u>
	Excess of Income Over (Under) Expense	<u>40</u>	<u>75,606</u>	<u>75,566</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
50 - Recreation & Parks - Water Capital  
From 7/1/2018 Through 6/30/2019  
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	0	851	851
4110	Interest Earned-Wells Fargo Bank	300	310	10
4625	Transfers-Within Fund In	<u>6,000</u>	<u>6,000</u>	<u>0</u>
	Total Revenue	<u>6,300</u>	<u>7,161</u>	<u>861</u>
	Expenditures			
8625	Tfr Within Fnd-Out	<u>98,500</u>	<u>36,000</u>	<u>62,500</u>
	Total Expenditures	<u>98,500</u>	<u>36,000</u>	<u>62,500</u>
	Excess of Income Over (Under) Expense	<u>(92,200)</u>	<u>(28,839)</u>	<u>63,361</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
60 - Recreation & Parks-DWR E58237  
From 7/1/2018 Through 6/30/2019  
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	650	0	(650)
4625	Transfers-Within Fund In	<u>104,281</u>	<u>62,730</u>	<u>(41,551)</u>
	Total Revenue	<u>104,931</u>	<u>62,730</u>	<u>(42,201)</u>
	Expenditures			
7910	Long Term Debt-Principal	86,722	88,035	(1,313)
7911	Long Term Debt-Interest	<u>10,356</u>	<u>9,043</u>	<u>1,314</u>
	Total Expenditures	<u>97,078</u>	<u>97,077</u>	<u>1</u>
	Excess of Income Over (Under) Expense	<u>7,853</u>	<u>(34,347)</u>	<u>(42,200)</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
61 - Recreation & Park - Reserve DWR E58237  
From 7/1/2018 Through 6/30/2019  
(In Whole Numbers)

		<u>Total Budget - Final</u>	<u>Current Year Actual</u>	<u>Total Budget Variance - Final</u>
	Revenue			
4101	Interest Pooled Cash -Sonoma County	1,050	0	(1,050)
	Total Revenue	<u>1,050</u>	<u>0</u>	<u>(1,050)</u>
	Excess of Income Over (Under) Expense	<u>1,050</u>	<u>0</u>	<u>(1,050)</u>

**Camp Meeker Recreation & Parks District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
70 - Recreation & Park - USDA Debt Fund  
From 7/1/2018 Through 6/30/2019  
(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	2	2
4625	Transfers-Within Fund In	<u>93,358</u>	<u>94,893</u>	<u>1,535</u>
	Total Revenue	<u>93,358</u>	<u>94,896</u>	<u>1,538</u>
	Expenditures			
7910	Long Term Debt-Principal	35,500	35,500	0
7911	Long Term Debt-Interest	57,938	58,176	(238)
8625	Tfr Within Fnd-Out	<u>0</u>	<u>73,200</u>	<u>(73,200)</u>
	Total Expenditures	<u>93,438</u>	<u>166,876</u>	<u>(73,438)</u>
	Excess of Income Over (Under) Expense	<u>(80)</u>	<u>(71,980)</u>	<u>(71,900)</u>



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

**July 10, 2019**

**RE: CAMP MEEKER PAST DUE ACCOUNTS**

- **Past Due Accounts:** Disconnect notices will be processed on July 25, 2019, and lock offs will be scheduled for August 6, 2019.
- **Accounts 140 and 320:** Services will be locked off on July 11, 2019.
- **Account 224:** This account has been locked off for a year+.
- **Account 263:** Property just sold. Owner will pay her full balance through escrow.
- **Accounts 15, 50, 92, 95, 107, 129, 155, 161, 184, 220, 227 and 278:** Payments are on the way, and customers are being notified to pay.
- **Account 28:** Payment agreement in effect. Customer is still paying more than the agreed upon amount each month, when possible.

# PAST DUE LIST

## CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
1		42.27	44.15			82.10 6/4/19	86.42
6		93.80	49.35	10.69		100.00 4/26/19	153.84
15		44.10	42.00	40.00		30.93 4/19/19	126.10
19		43.25	44.57			81.39 6/4/19	87.82
22		77.87	50.58	2.77		48.04 6/7/19	131.22
24		48.70	50.39			137.82 6/13/19	99.09
28		47.26	52.52	15.48		100.00 6/24/19	115.26
49		42.28	0.72			35.19 7/10/19	43.00
50		52.60	45.98	44.40		100.00 5/10/19	142.98
52		60.13	41.93			59.23 5/23/19	102.06
59		47.10	44.54	1.12		46.00 7/8/19	92.76
60		55.49	48.14			124.68 6/7/19	103.63
68		58.89	56.22			106.48 6/7/19	115.11
69		58.06	48.64			46.32 6/13/19	106.70
72		47.21	40.12	2.39		80.49 5/10/19	89.72
77		40.07	1.45			40.00 6/26/19	41.52
92		54.18	48.93	46.60		99.15 4/19/19	149.71
95		48.40	43.81	45.02		69.28 5/8/19	137.23
97		46.37	43.80			40.75 6/4/19	90.17
104		46.06	44.08			44.32 6/7/19	90.14
105		67.35	39.33			43.28 6/18/19	106.68
107		67.85	84.72	72.30		225.00 5/23/19	224.87
113		40.04	0.11			83.98 6/7/19	40.15
114		81.58	52.52			98.06 6/4/19	134.10
115		51.04	43.93			41.84 6/13/19	94.97
118		73.89	65.16			62.06 6/13/19	139.05
120		44.42	42.00			40.00 6/13/19	86.42
121		62.17	46.89			44.66 6/13/19	109.06
122		46.07	45.38			43.22 6/13/19	91.45
124		43.50	43.28			41.22 6/13/19	86.78
125		874.56	45.19			43.04 6/13/19	919.75
126		147.02	47.36			45.10 6/13/19	194.38
127		41.34	26.88			400.00 3/22/19	68.22
129		44.77	42.14	39.16		47.00 5/7/19	126.07
134		43.48	32.79			100.00 6/7/19	76.27
140		56.80	50.30	52.67	51.38	100.00 5/29/19	211.15
151		50.63	64.25			62.18 5/29/19	114.88
155		78.25	49.63	51.86		96.31 5/23/19	179.74
158		47.19	41.00			128.59 5/29/19	88.19
161		48.28	44.15	41.47		183.82 4/11/19	133.90
164		49.89	36.94			50.00 6/28/19	86.83
172		62.09	57.13			120.00 6/4/19	119.22
174		55.59	47.23			99.32 6/7/19	102.82



# PAST DUE LIST

## CAMP MEEKER REC & PARK

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
178		46.43	45.06			45.06 5/29/19	91.49
184		49.67	48.29	20.68		30.00 6/13/19	118.64
185		43.03	38.54			45.00 6/26/19	81.57
186		43.46	43.64			44.64 5/21/19	87.10
190		42.21	44.10			82.00 6/24/19	86.31
192		42.27	6.69			250.00 4/19/19	48.96
193		53.17	52.81			91.42 6/13/19	105.98
208		43.58	13.21			100.00 6/4/19	56.79
217		46.32	47.55			128.60 6/4/19	93.87
220		67.53	77.82	40.86		200.00 5/23/19	186.21
224		84.27	46.92	44.69	93.72	400.00 8/14/18	269.60
226		47.80	53.21			97.97 6/7/19	101.01
227		51.29	48.43	46.12		85.43 5/2/19	145.84
247		45.84	46.70			48.44 6/4/19	92.54
257		40.62	0.40			84.47 6/18/19	41.02
263		46.55	44.35	44.15	42.03	40.14 5/8/19	177.08
266		42.39	38.67			40.00 5/10/19	81.06
278		44.10	42.00	40.00		126.10 4/22/19	126.10
285		45.86	0.20			46.34 6/18/19	46.06
289		63.55	60.28			60.28 5/29/19	123.83
290		69.95	4.33			92.24 6/4/19	74.28
293		45.32	49.65			134.55 6/4/19	94.97
295		50.94	0.96			81.00 7/10/19	51.90
307		49.92	50.33			98.15 6/13/19	100.25
317		46.96	62.61	6.25		100.00 5/8/19	115.82
318		86.65	67.44			171.67 5/21/19	154.09
319		44.11	2.20			44.00 6/26/19	46.31
320		49.97	47.66	45.39	50.66	86.00 4/4/19	193.68
325		47.96	44.70			44.70 5/21/19	92.66
330		53.77	48.45			92.27 6/4/19	102.22
332		52.37	2.32			46.44 6/18/19	54.69
338		43.25	41.82			153.34 5/21/19	85.07
339		43.20	41.14	22.78		400.00 2/25/19	107.12
340		48.97	2.18			43.58 6/18/19	51.15
350		70.00	3.50			70.00 6/28/19	73.50
358		75.73	48.00			153.33 5/23/19	123.73
365		77.10	70.48			67.12 6/13/19	147.58
366		47.62	43.95			41.86 6/13/19	91.57
Total Receivables:		20,735.79	5,225.62	776.85			
Accounts Listed:		81	3,320.82	237.79			\$9,561.08

All Customers All Aged Accounts  
Russian River Utility

CAMP MEEKER RECREATION AND PARK DISTRICT									
WATER SALES 2019									
METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED GALLON S	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPE D TO CMR&P D	% LOSS	NOTES
Alliance Master Meter	363	JAN	1,359,080	459,700	899,380	774,110	0.66	29.88	
Union Park	369								
Alliance Master Meter	363	FEB	1,186,900	499,400	687,500	687,500	0.58	1.99	correction
Union Park	369								
Alliance Master Meter	363	MARCH	811,430	29,340	518,030	597,730	0.63	15.40	correction
Union Park	369								
Alliance Master Meter	363	APRIL	1,709,500	385,200	1,324,300	738,020	77.46	44.27	
Union Park	369								
Alliance Master Meter	363	MAY	1,065,810	540,500	525310*	705,450	49.28	34.42	*CORRECTION ON NET AMT PUMPED
Union Park	369								
Alliance Master Meter	363	JUNE	1,463,350	674,100	789,250	694,070	53.93	12.05	
Union Park	369								
Alliance Master Meter	363	JULY							
Union Park	369								
Alliance Master Meter	363	AUG							
Union Park	369								
Alliance Master Meter	363	SEPT							
Union Park	369								
Alliance Master Meter	363	OCT							
Union Park	369								
Alliance Master Meter	363	NOV							
Union Park	369								
Alliance Master Meter	363	DEC							
Union Park	369								
	<b>total 2018</b>		7,596,070	2,588,240	4,218,460	4,196,880	0.57		

**OFFICIAL 2019 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 in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Wednesday, August 21, 2019. Faxes or electronic transmissions are NOT acceptable.

- ☐ **BOB SWAN (INCUMBENT)**  
Board Member, Groveland Community Services District
- ☐ **JESSE D. CLAYPOOL**  
Board Chair, Honey Lake Valley Resource Conservation District
- ☐ **PATRICK K. O'ROURKE, MPA/CFRM**  
Board Member, Redwood Region Economic Development Commission
- ☐ **SANDY SEIFERT- RAFFELSON (INCUMBENT)**  
Finance Manager/Treasurer, Herlong Public Utility District
- ☐ **JAMES (Jim) M. HAMLIN**  
Board President, Burney Water District

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2019 by the Camp Meeker Recreation and Park District 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) 962-7161

Home 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 am a current Board member. I would like to be elected to a second term because:

1. As a board member of Groveland CSD, I am particularly aware of the great value that smaller districts get from SDRMA, and I'd like to continue to do my part to make sure that this important agency continues to operate smoothly and stably into the indefinite future.
2. The insurance market in California (and nationwide) is going through a period of rapid change. The Board and staff are engaged in a major re-evaluation of SDRMA's approach to fulfilling its mission of providing cost-effective risk management services to its members. I believe that it is important to maintain Board continuity in this effort.
3. SDRMA Board members are either board members ("electeds") or employees of a member agency. I think there is value in having a balance between elected and employee Board members. The Board seats that are NOT up for election are currently 3 employees / 1 elected. I'd like to make sure the new Board has at least 2 elected members.

**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. This year (2019), I serve as Secretary. During our "no CEO" period in late 2017 - early 2018, I was a member of the ad hoc Personnel Committee. I am also a member of the Alliance Executive Council, and a backup member of the Legislative Committee.
2. Groveland CSD Board Member since I was appointed in June 2013. For the years 2014-2018, I served as Board President. (We finally implemented mandatory rotation of the office in 2019).
3. Member of the Board of Southside Community Connections, a local nonprofit in Groveland that provides educational, social, and recreational services to seniors, as well as free transportation to those who cannot drive.
4. Board Member (currently Treasurer) of Pine Cone Performers, a local choral and acting group, since 2010.
5. Back during my work life, I was a corporate representative on an IEEE standards committee concerned with wireless networking. It was very educational being on a committee where the members had widely differing (competing) goals.



**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)**

History: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry, first as an engineering manager, later as a business unit manager. Now retired (so I have plenty of time).

Skills, etc.: Very familiar with financial reports, cost accounting, quantitative analysis. Working knowledge of modern computer and communications technology. Managed distributed organizations with up to 150 technical people and up to \$120M in annual sales. Pretty good at listening to different views, and helping to achieve consensus (or, at least, compromise).

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

Well, obviously I support our (newly revised) vision statement: "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". In order to achieve this vision, I believe the key issues are:

1. Maintain long term financial stability. This includes ensuring that there is a fair allocation of cost versus risk across the pool membership.
2. Continue to retain / acquire highly qualified staff, and ensure that this is a desirable place to work.
3. Remember who are our target clientele, which in my opinion are small to mid-sized districts with limited options for insurance.
4. In light of ever-evolving California workers-compensation law, expand risk-management training even further than we now provide.
5. Maintain good relations with our re-insurers (who insulate us from catastrophe). In the long run, explore the possibility of joining a "captive" re-insurer to improve stability.

**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 4-24-2019



**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 ext 100 Home 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, working together with the other SDRMA Board Members, to ensure relevant—affordable solutions are available to all size 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)**

I am currently serving my fifth (5th) consecutive term as Chairman of the Board of a special district. I served two (2) yrs. on a Technical Advisory Committee for the prevention of violence against schools K-12. I served one (1) term on an elementary school board. I am currently serving my second (2nd) consecutive term on CSDA's committee for Professional Development. I am currently serving my sixth (6th) consecutive term on the board of a Regional Water Management Group. I am currently serving my second (2nd) consecutive term on CSDA's committee for Member Services. I am currently serving as a member of the County's Civil Grand Jury.

I have attended and completed the California School Board Association's New Board Member Training. I have Certificates of Completion from CSDA for General Manager Evaluation, Exercising Legislative Authority and Achieving Transparency. I attended and completed CSDA's Extraordinary Leader training. I attended and completed CSDA's Special District Leadership Academy and I have received CSDA's Recognition in Special District Governance certificate.

**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)**

My experience with special districts and governance, belief in the importance of quality governing policies, the ability to work effectively with the other board members and staff and a desire to give back to SDRMA and its membership will be what I bring to the SDRMA Board of Directors.

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

For SDRMA to continually advance as an industry leader providing affordable solutions for special districts of any size enabling them to be effective within the communities they serve.

**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

4-26-19



**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\* Patrick K. O'Rourke, MPA/CFRM  
District/Agency Redwood Region Economic Development Commission (RREDC)  
Work Address 520 E Street Eureka, CA 95501  
Work Phone 707-445-9651 Home Phone 707-726-6700

\*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 considerable interest, knowledge, and experience in board leadership; board service; and board governance/policy development & oversight in for-profits, nonprofits, a joint powers authority/SDRMA member organization, and as an elected city councilman. I also have considerable experience (as a top-level executive board leader and manager) in organizational risk management and risk mitigation/prevention. I would like to share my knowledge, skills, abilities, and experience in service to SDRMA members, via my service on SDRMA's board of directors. I believe that my knowledge, experience, and dedication to excellence and implementation of best practices in governance and policy development/oversight will serve SDRMA well, and will assist SDRMA in maintaining its "Excellence" accreditation via the California Association of Joint Powers Authorities (CAJPA).

**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)**

Having served in board leadership roles (25+ years in for-profit entities; 25+ years in nonprofit & private/public foundations; and 2+ years in a Joint Powers Authority [SDRMA member organization]), I am well-versed and experienced in board governance; policy development; financial statement analysis and budget review; executive management search/selection, oversight and evaluation; organizational risk management/mitigation; litigation oversight; and best practices in organizational governance. At SDRMA member organization, Redwood Region Economic Development Commission (RREDC), I have served as 2019 Immediate Past Chair; 2018 Board Chair; 2017 Vice Chair; Chair of Executive Committee; and Member of the Loan Committee. I have in-depth knowledge of policy governance (Culver, et al.); I am an advocate for transparency & best practices; and I am knowledgeable & experienced in California's Ralph M. Brown Act and Roberts Rules of Order. I have also served in board governance and board leadership roles in several nonprofit organizations and in both public and private foundations, including as Board Chair (12+ years) and in President & Vice President roles. I have also Chaired Search/Selection committees; Public Relations committees; Fund Development committees; and Finance/Audit committees.



**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)**

Besides holding a Master of Public Affairs degree, with a specialty in nonprofit management; having completed all coursework and written/oral exams (all except dissertation) for a PhD in Mass Communication, with a specialty in public relations and a cognate in organizational communication management, I have several other directly-relevant skills/talents/experience including: I am expertly adept at executive-level relationship development and stewardship, and have served as an organizational & industry advocate and liaison working closely with community organizations, local/county/state elected officials, and public/private entities/organizations and foundations. I am expertly adept at financial and operational analysis, and at asset/portfolio management and risk mitigation. I have taught for-credit university courses in corporate leadership; in entrepreneurial leadership research and practice; as well as having published peer-reviewed academic research on leadership in public relations.

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

My vision for SDRMA would be for SDRMA to continue to add value to its members; operate with the highest ethical practices and transparency; continue in providing excellence in service, education, safety and compliance training; help members to mitigate and reduce risk; provide expedient claims review and response; provide members with state-of-the-art education and information; educate members to minimize losses/risk in member workplaces; and to continue to provide members with comprehensive coverage for property/liability, workers comp, and health benefits.

I would envision SDRMA management and staff enjoying a quality of life that will ensure their happiness and continue an atmosphere of dedicated service to SDRMA members. I would also envision that SDRMA will continue to operate with efficiencies that minimize costs/expenses, continue to enable SDRMA to maintain competitive premium rates, and (when possible) lower organizational and member costs. I would also envision a governing board that embraces and employs best governing practices in all areas of policy development; executive management oversight; financial review/audit; and in investing and spreading portfolio assets to minimize portfolio investment risks and maximize return on investments. Finally, I would envision SDRMA, and its management team/staff, operating in ways that will continue to earn accreditation "Excellence" from the California Association of Joint Powers Authorities (CAJPA).

**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 \_\_\_\_\_

3/25/1953 2019



**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 statements are endorsed by SDRMA.

Candidate\* Sandy Seifert-Raffelson

District/Agency Herlong Public Utility District

Work Address 447-855 Plumas St., 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?**

I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our 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 30 plus years' experience in accounting and auditing.

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 limit revenue and staff. My education and experience give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise with insurance issues on a daily basis.

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)**

While serving on the SDRMA Board, I have been privilege to be Secretary of the Board for two years, and currently the Vice-President. I have served on CSDA's Audit and Financial Committee's for 6 years; I have served on the SDLF Board; Northeastern Rural Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 15 years; and UC Davis Equine Board. In the past 25 years, I have learn that there is no "I" in Board and it can be very rewarding to be part of a team that makes a difference for others.

As part of my many duties working with 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 project 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 working on a 4.2 million grant from California for new infrastructure for the small District HPUD absorb through LAFCo in 2017. I am also the primary administrator of a federal contract for utility services with the Federal Bureau of Prison and the US Army.



**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?

I have my Bachelor's Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for almost 15 years and have over 30 years of accounting experience. 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.

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance course work through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I am in the processes of getting my small District re-certified for their District of Transparency and hope one day to attain our District of Distinction.

I work for a District in Northeastern California that has under gone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Also our small District consolidated another small District into our District. Through past experience I feel I make a great Board member representing the small districts of Northern California and their unique issues and will make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and to continue communicating and listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would like to continue education and rewards for no claims and explore avenues of financial endeavors that will benefit our customers.

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

4/16/19



**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\* James (Jim) M. Hamlin  
District/Agency Burney Water District  
Work Address 20222 Hudson St. Burney, Ca. 96013  
Work Phone (530) 335-3582 Cell 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)**

Hope to serve and help with decisions being made to both strengthen SDRMA and  
move into new areas. Our districts are facing new challenges constantly.

**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)**

**See Next**

**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)

September 1972 until January 2014, owned and operated a Insurance brokerage  
Sold business and retired.

Board Member of Mayers Memorial Hospital District From 1990 until 2014  
Served on the Associal of Hospital Districts for six years.

Served on the board of Burney Water District the previous six years. Current  
Serving on Mayers Memorial Hospital Financial Board.

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

-----SDRMA Board must be strong and protect the concerns of their members. Need  
to have a listening ear for the districts that are represented. Need to  
use caution when jumping into new areas, not jepordise their strong programs  
and beliefs for new programs.

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 James M. Hanks Date 3-27-2019

**CAMP MEEKER RECREATION AND PARK DISTRICT  
RESOLUTION 2010-003  
SIMPLIFIED BID PROCESS FOR MINOR PROJECTS**

WHEREAS, it is common for small public agencies such as CMRPD to define cost limits for minor versus major projects for the purpose of expediting the bidding process; and

WHEREAS, such policies enable efficient and effective use of public resources;

THEREFORE, BE IT RESOLVED that the Board of Directors of the CAMP MEEKER RECREATION AND PARK DISTRICT designates any project whose cost is less than or equal to \$25,000 as a MINOR PROJECT and any project greater than \$25,000 as a MAJOR PROJECT.;

AND BE IT FURTHER RESOLVED that for any MINOR PROJECT, the Camp Meeker Recreation and Park District BOARD OF DIRECTORS may create a pool of bids for completion of the work by soliciting proposals from at least three entities qualified to complete the work.

AND BE IT FURTHER RESOLVED that total actual payments for the contract entered into by the method enabled by this resolution shall be limited to an amount not to exceed \$25,000.

**PASSED AND ADOPTED** this 18TH day of MAY, 2010 by the following vote:

DIRECTORS

ANDERSON \_\_\_\_\_ FAWCETT \_\_\_\_\_ MURCHISON \_\_\_\_\_ MING \_\_\_\_\_

WATSON \_\_\_\_\_

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ ABSTAIN \_\_\_\_\_ ABSENT \_\_\_\_\_

SO ORDERED

Attested

\_\_\_\_\_  
Lynn Watson, Secretary

May 18, 2010

FIRST AMENDED AGREEMENT FOR THE SALE OF WATER BETWEEN  
THE SONOMA COUNTY WATER AGENCY AND THE CAMP MEEKER RECREATION AND  
PARK DISTRICT

This First Amended Agreement for the Sale of Water (Amended Agreement) is made this 19th day of October, 2016 (the "Effective Date"), by and between the Sonoma County Water Agency, hereinafter referred to as the "Agency" and the Camp Meeker Recreation and Park District, hereinafter referred to as the "District".

RECITALS

A. The Coyote Valley Dam Project was authorized by the Flood Control Act of 1950 (Public Law No. 81-516), and was completed by the U. S. Army Corps of Engineers in 1958. This project includes Lake Mendocino, which was constructed with a capacity of 122,500 acre-feet, of which 72,300 acre-feet was water supply storage.

B. In 1955, the Agency (then called the "Sonoma County Flood Control and Water Conservation District") sold general obligation bonds to raise \$5,650,000, which it then paid to the United States for the reimbursable costs of the water storage element of this project. Parts of the ad valorem taxes paid since 1955 by the taxpayers of Sonoma County, including those within the District, have been used to make payments on these bonds.

C. After 1955, the Mendocino County Russian River Flood Control and Water Conservation Improvement District (hereinafter referred to as the "Mendocino District") paid the Agency \$633,000, plus interest, for a share of the yield of the Coyote Valley Project. The Agency also supplies other entities with water from this project.

D. In its Decision D 1030, the State Water Rights Board partially approved Application 12919A of the Agency and the Mendocino District, subject to various conditions. One of these conditions, described in paragraph 8 on page 46 of that decision, was that Permit 12947, which was issued pursuant to Application 12919A and Decision D 1030, was subject to water rights within the Russian River Valley in Sonoma County to the extent that water had been beneficially used continuously since before January 28, 1949. Another condition, described in



paragraph 10 on pages 46-47 of Decision D 1030, was that Permit 12947 was subject to depletion not to exceed 10,000 acre-feet per year by diversion of project water within the Russian River Valley in Sonoma County. In its Order No. WR 74-30, the State Water Resources Control Board (the "State Board") divided and revised the rights granted pursuant to Permit 12947, and directed that Permit 12947A be issued to the Agency. In paragraphs 11 and 12 on page 11 of this order, the State Board confirmed the permit conditions described in the second and third sentences of this paragraph. Subject to these and other conditions, Permit 12947A authorizes the Agency to store water in Lake Mendocino, to then release the stored water for rediversion at specified downstream locations, and also to directly divert East Fork Russian River water at these locations.

E. The State Board also issued Permits 12949 and 12950 to the Agency pursuant to Applications 15736 and 15737, which authorize the Agency to make diversions from the Russian River at specified locations under specified terms and conditions.

F. The Warm Springs Dam Project was authorized by the Flood Control Act of 1962 (Pub. L. No. 87-874), and was completed by the United States Army Corps of Engineers in 1984. This project includes Lake Sonoma, which has a capacity of 381,000 acre-feet, of which 212,000 acre-feet is allocated to storage for water supply.

G. The Agency contracted with the United States to pay approximately \$102,371,000 plus interest, in annual payments between 1993 and 2034 for the reimbursable costs (including interest during construction) of the water storage element of this project. Parts of the ad valorem taxes paid since 1971 by the taxpayers of Sonoma County, including those within the District, have been paid into a sinking fund that was established to fund the Agency's future payment obligations to the United States based on this project. Parts of the ad valorem taxes that will be paid by the taxpayers of Sonoma County from now until 2034 will likewise be paid into this sinking fund.

H. In its Decisions 1416 and 1610, the State Board partially approved the Agency's Application 19351 to appropriate water from Dry Creek for storage in Lake Sonoma and rediversion at specified locations on the Russian River, and to



appropriate Russian River water for direct diversion at these locations. Permit 16596, which was issued pursuant to Application 19351 and Decision 1416, and amended pursuant to Decision 1610, authorizes the Agency, subject to specified terms and conditions, to store water in Lake Sonoma, to then release the stored water for rediversion at specified downstream locations, and also to directly divert Russian River water at these specified locations.

I. The Agency has concluded that the Agency's water supply, including its share of the Coyote Valley Dam Project and Warm Springs Dam Project yields, is sufficient to supply the District with water according to the terms set forth in this Amended Agreement.

J. To minimize the utilization of the Agency's rights under Permits 12947A, 12949, 12950 and 16596 the Agency desires that the District pursue and utilize any rights it may be able to obtain for unappropriated Russian River Water, including water that is part of the 10,000 acre-foot reservation described in recital D of this Amended Agreement.

K. On July 9, 1996, the Agency and District entered into the Agreement for the Sale of Water ("the 1996 Agreement"). Pursuant to Section 11 of the 1996 Agreement, the 1996 Agreement became effective on August 30, 2006, when the State Board's order approving the Agency's petition for a change in point of diversion to allow District's diversions under the 1996 Agreement became final.

L. On November 9, 1999, the Agency and District entered into Amendment No. 1 to the Agreement, which temporarily authorized diversions under the 1996 Agreement to be delivered to Occidental Community Services District. The provisions of Amendment No. 1 expired on January 1, 2001.

M. On January 13, 2000, the District filed for water rights in the Russian River with Application 31055 to the State Board. On April 27, 2007, the State Board approved the application and issued Permit 21198 to the District, which authorizes a year-round direct diversion of up 0.23 cubic feet per second with a total annual limit of 90 acre-feet per year.

N. On October 21, 2008, the Agency and District entered into Amendment No. 2 to the Agreement to authorize diversions under the 1996 Agreement to be used to serve Occidental Community Services District.

O. The term of the 1996 Agreement was set to end on June 30, 2014. However, on November 12, 2014, a one-year extension of the 1996 Agreement was executed to extend the term of the agreement to June 30, 2015.

P. On August 17, 2015, a second one-year extension was executed to extend the term of the 1996 Agreement to June 30, 2016.

Q. On July 6, 2016, an additional six-month extension was executed to extend the term of the 1996 Agreement to December 31, 2016.

R. This Amended Agreement maintains the District's rights to divert and use Agency water, but does not authorize any significant changes in or expansions of such rights.

NOW, THEREFORE, in consideration of these recitals and the mutual promises made herein, the Agency and the District agree as follows:

Section 1. District Appropriative Water Rights. The District shall use its best efforts to obtain, protect and utilize all available appropriative water rights to divert water from the Russian River, including Permit 21198 described in Recital M of this Amended Agreement. The District shall not divert or utilize any water received from Agency pursuant to this Amended Agreement except and to the extent that water is unavailable for diversion under any of the District's appropriative water rights, as such rights currently exist or may exist in the future. The District shall not divert or redivert water pursuant to the Amended Agreement to avoid compliance with the District's Permit 21198.

Section 2. District Diversions. Except as otherwise provided for in this Amended Agreement, and during the term of this Amended Agreement, the District may divert Russian River water, or redivert previously stored water, that is available to the District pursuant to the Agency's Permits 12947A, 12949, 12950 and 16596. The total

amount of the District's diversions and rediversions of water from the Russian River, including water diverted and rediverted pursuant to this Amended Agreement and otherwise, shall not exceed either 100 gallons per minute (average during any month). The total amount of the District's diversions and rediversions of water under this Amended Agreement shall not exceed 35 acre-feet per year. Notwithstanding the foregoing, the District may not divert or redivert water under this Amended Agreement to avoid compliance with Permit 21198. The District shall meter diversions according to the terms specified in Section 12.

Section 3. District Limited by Terms of Agency Water Right Permits. Diversions and rediversions by District pursuant to this Amended Agreement shall be subject to all of the applicable terms and conditions of Permits 12947A, 12949, 12950 and 16596, as they now exist or in the future may be modified by the State Board and to the applicable terms and conditions of any licenses issued by the State Board to supersede any of these permits.

Section 4. Shortage of Water and Apportionment. In its operation of the Coyote Valley and Warm Springs Dam Projects, the Agency shall use all reasonable means to prevent a condition of a shortage in the quantity of water available to its regular customers, including the District. If by reason of drought or other cause beyond the control of the Agency, a shortage does occur, the Agency shall not be liable to the District for any damage arising therefrom.

In the event of a shortage, the Agency shall apportion water among the entities listed in Section 3.5, subsection (a)(3) of the *Restructured Agreement for Water Supply* dated June 2006 (Restructured Agreement) according to the rules in that subsection or in the corresponding rule or rules in any amended or successor agreement that is in effect at the time of the Agency's apportionment. If the Agency makes an allocation under paragraph (ii) of that subsection (a)(3) (or under the corresponding rule or rules in the amended or successor agreement), the Agency shall use the peak month average day diversion limit in Section 2 of this Amended Agreement as the District's "delivery limit".

Section 5. Change in Points of Diversion. If the District adds to its water system production facilities that are not currently authorized points of diversion in the Agency's water rights permits, then the District shall promptly notify the Agency of the change. If the District provides such notice to the Agency, then the Agency shall file a petition with the State Board requesting the changes in the authorized points of

diversion in the Agency's water right permits that are necessary to allow diversions by the District of Russian River water and rediversions of water released from storage in Lake Sonoma and Lake Mendocino for beneficial uses within the place of use described in Section 6 of this Amended Agreement. The Agency shall use its best efforts to obtain the State Board's approval of this petition upon terms and conditions that are acceptable to the Agency. However, if the State Board or its staff indicates that the State Board will or may include in its order on this petition terms and conditions that are not acceptable to the Agency, or if the State Board's order contains terms or conditions that are not acceptable to the Agency, then the Agency may withdraw this petition, and, if necessary, ask the State Board to revoke, or the courts to overturn, any order that the State Board has issued on this petition. Until the State Board approves the Agency's petition or if the Agency withdraws its petition, the District shall not divert or redivert water under this Amended Agreement through those unauthorized points of diversion. In the event the District diverts or rediverts through those unauthorized points of diversion, the District shall reimburse the Agency and hold the Agency harmless from any costs, fines, or penalties incurred by the Agency that are associated with any such diversions or rediversions by the District.

Section 6. Place of Use. Water received by the District pursuant to this Amended Agreement shall only be used within the boundaries of the Camp Meeker Recreation and Park District and the Occidental Community Services District. If the District intends to use water received pursuant to this Amended Agreement to provide water service beyond the existing service areas as described above, then the District shall notify the Agency 90 days prior to commencing such service.

Section 7. Reporting of Water Use and Water Rights Matters. On or before the 20th day of each month, the District shall submit a report to the Agency as an electronic data deliverable (e.g. Excel spreadsheet, comma-delimited file), listing hourly during the previous month the total amount of water diverted by the District from the Russian River. These amounts shall include all water diverted by the District, whether pursuant to this Amended Agreement, or pursuant to any of the District's rights described in Recital M of this Amended Agreement, or otherwise.

On or before August 15 of each year, the District shall submit an annual report to the Agency listing separately the monthly amounts for the previous fiscal year of: (i) total water produced, (ii) total diversions by each source, (iii) total diversions under each of the District's water rights; and (iv) total diversions under this Amended

Agreement. Additionally, the annual report shall list separately the District's total annual expenses accounted for under "Water Conservation" and under "Recycled Water and Local Supply" programs during the previous fiscal year and the per-acre-foot funding levels for each of these programs, as described in Section 8.

Whenever the District submits any report of water use to the State Board, it shall at the same time submit a copy of the report to the Agency. Additionally, whenever the District submits a report or correspondence to any local, state or federal agency or receives such report or correspondence related to diversions under the Agency's water right permits, the District shall promptly provide a copy to the Agency.

Section 8. Water Conservation and Recycled Water. The District shall update and implement a water conservation plan, under consultation with the Division of Water Rights of the State Board, that includes the best management practices as the same may be established by the California Urban Water Council. All cost-effective measures shall be implemented according to the schedule in the plan. District shall implement any water conservation measures applicable to it that may be imposed on the Agency by the State Board or any other governmental agency. District shall comply with all of the provisions of the Urban Water Management Planning Act, Water Code Section 10610-10655 (as such act now exists or in the future may exist) which are applicable to District. Whenever District files any urban water management plan, or any amendment or change to such a plan, with the Department of Water Resources or any other state agency, District shall at the same time submit a copy of the plan, amendment or change to Agency.

The District shall fund or implement water conservation projects at a funding level equal to the level funded by the Agency under the Restructured Agreement. Following each fiscal year, the District shall calculate its per-acre-foot water conservation funding level by dividing the total amount spent by the District in that fiscal year on water conservation projects by the District's total water deliveries in that fiscal year. This calculation shall be reported to the Agency as required by Section 7. If the District's per-acre-foot water conservation funding level for that fiscal year is less than the Water Conservation Sub-Charge charged by the Agency to its water contractors in the corresponding fiscal year, then the District shall pay the Agency an amount equal to the difference in the per-acre-foot amount multiplied by the maximum acre-feet per year amount specified in Section 2.

The District shall fund water recycling at a funding level equal to the level funded by

the Agency under the Restructured Agreement. Following each fiscal year, the District shall calculate its per-acre-foot recycled water funding level by dividing the total amount spent by the District in that fiscal year on recycled water projects by the District's total water deliveries in that fiscal year. This calculation shall be reported to the Agency as required by Section 7. If the District's per-acre-foot recycled water funding level for that fiscal year is less than the Recycled Water and Local Supply Sub-Charge charged by the Agency to its water contractors in the corresponding fiscal year, then the District shall pay the Agency an amount equal to the difference in the per-acre-foot amount multiplied by the maximum acre-feet per year amount specified in Section 2.

Section 9. California Environmental Quality Act. Pursuant to section 15051 of the California Environmental Quality Act (CEQA) Guidelines, the parties have evaluated this Amended Agreement and have concluded that their approvals of this Amended Agreement are exempt from the provisions of CEQA under Section 15301 of the CEQA Guidelines because future levels of diversions and use of water by the District under this Amended Agreement will not be significantly different from present levels of diversion and use and involve negligible or no expansion of existing use. Accordingly the parties will file, pursuant to CEQA Guidelines Section 15062, Notices of Exemption with the Sonoma County Clerk and the State Clearinghouse of the Office of Planning and Research.

Section 10. Payment. The District shall pay during the term of this Amended Agreement the charges set forth below. The District shall pay the amount due to the Agency for each fiscal year within 60 days after receipt of the Agency's invoices for such charges.

(a) To offset the Agency's costs associated with fishery mitigation and enhancement and environmental compliance activities and projects needed for the Agency to comply with the federal Endangered Species Act or any other applicable statutes or regulations, the District shall pay the Agency an amount equal to the Watershed Planning Restoration Sub-Charge charged by the Agency to its water contractors under the Restructured Agreement in the corresponding fiscal year multiplied by the maximum acre-feet-per-year amount specified in Section 2. The Agency shall deposit such payments into the Agency's Watershed Planning and Restoration Fund.

(b) To offset the Agency's administrative costs of managing this Amended Agreement and reporting diversions under the Agency's water rights, District shall pay Agency an annual administrative fee of one thousand dollars (\$1,000).

(c) District shall pay any "Water Conservation" and "Recycled Water and Local Supply" program charges that are required by Section 8.

(d) District shall pay any reimbursement due for any costs, fines, or penalties associated with such diversions by the District that are required by Section 5.

Section 11. Term of Agreement. This Amended Agreement shall become effective on the date that the last party signs this Amended Agreement. Except as provided in Section 14, this Amended Agreement shall remain in effect until June 30, 2026. The Agency shall enter into renewal agreements for periods not to exceed 40 years upon the request of District for such quantities of water which may be available under the Agency's permits during such renewal periods, but not to exceed the maximum authorized annual and peak month average day diversion rates specified in Section 2 of this Amended Agreement.

Section 12. Meters. Within sixty (60) days after the Effective Date of this Amended Agreement, the District shall provide the Agency with a description of the existing locations of all of the District's production facilities and associated meters. The District shall maintain and operate a meter for each such facility, make annual inspections and calibrations of each meter, and report such inspection and calibration actions and results to the Agency. Each meter shall be maintained by the District to read within a two-percent accuracy. Additionally, the Agency will have the right, at its expense, to make additional tests of any meter and to install and maintain appropriate equipment to allow electronic meter reading.

Section 13. Merger. With the exception of the provisions of the Restructured Agreement that are referenced in and incorporated into this Amended Agreement, this writing is intended both as the final expression of the agreement between the parties with respect to the included terms and as a complete and exclusive statement of the terms of the Amended Agreement, pursuant to Code of Civil Procedure Section 1856. No modification of this Amended Agreement will be effective unless and until such modification is evidenced by a writing signed by both parties.

Section 14. Termination by District. At any time, and with or without cause District may terminate this agreement by giving the Agency 30 days' written notice of such

termination, such notice shall state the reason, if any, for such termination. Any payments accrued under the Amended Agreement per Section 10 shall be paid by fiscal year by the District as if Amended Agreement was in effect for full year.

Section 15. Limitation on Authorization of Diversions Due to Non-Payment. The District's rights to divert and re-divert water from the Russian River and Dry Creek under the Agency's water right permits described in Section 2 are subject to the District's maintaining as current all payments due under this Amended Agreement.

Section 16. 1996 Agreement Superseded. This Amended Agreement supersedes the 1996 Agreement, and the 1996 Agreement shall have no further force or effect.



IN WITNESS WHEREOF, the parties hereto have hereunder set their names the  
dates and year above written.

TW 16/17-029C

Reviewed as to substance:

By: 

Water Agency General Manager

Approved as to form:

By: 

Cory O'Donnell, Deputy County  
Counsel

**Sonoma County Water Agency**

By: 

Chair, Board of Directors

Date: October 25, 2016

Attest:

By: 

Clerk of the Board

**Camp Meeker Recreation and Park District**

By: 

President, Board of Directors

Date: October 18, 2016

Attest:

By: 

Secretary of the Board

**SONOMA COUNTY WATER AGENCY**  
**Russian River Diversion Customer Water Supply Agreement Report**

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**Annual Report for Fiscal Year: 2016/2017**

**Customer: Camp Meeker Recreation and Park District**

Report Due: 8/15/2017

Report Rec'd: 3/14/2019

Annual Maximum Contract Amount: 35 ac-ft per year

**Information Provided by City per Requirements of Section 7**

		<u>ac-ft</u>
1	Total Water Produced	10.73 MG 32.9
2	Total Diversions by Source	
3	Total Diversions by District Water Right	
a)	CMRPD Permit 21198	7.46 MG
b)	OCSD Permit 21214	3.26 MG
4	Total Diversions under SCWA Agreement	0.82 MG <u>\$ / ac-ft</u>
5	Total Annual Expenditures under Water Conservation	\$ - \$ -
6	Total Annual Expenditures under Recycled Water & Local Supply	\$ - \$ -

**Sub-Charge Rates for Fiscal Year 2016/2017**

Water Conservation	\$	41.93 per ac-ft
Recycled Water and Local Supply	\$	16.41 per ac-ft
Watershed Planning and Restoration	\$	82.67 per ac-ft

**Determination of Sub-Charges Due per Section 8 Stipulations**

Water Conservation	\$	41.93 per ac-ft
Recycled Water and Local Supply	\$	16.41 per ac-ft

**Payment Due**

Administrative Fee	\$	1,000.00
Water Conservation	\$	1,467.55
Recycled Water and Local Supply	\$	574.35
Watershed Planning and Restoration	\$	2,893.45
<b>Total</b>	<b>\$</b>	<b>5,935.35</b>

**SONOMA COUNTY WATER AGENCY**  
**Russian River Diversion Customer Water Supply Agreement Report**

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**Annual Report for Fiscal Year: 2017/2018**

**Customer: Camp Meeker Recreation and Park District**

Report Due: 8/15/2018

Report Rec'd: 3/14/2019

Annual Maximum Contract Amount: 35 ac-ft per year

**Information Provided by City per Requirements of Section 7**

1	Total Water Produced	14.11 MG	<u>ac-ft</u>
2	Total Diversions by Source		43.3
3	Total Diversions by District Water Right		
a)	CMRPD Permit 21198	11.50 MG	
b)	OCSD Permit 21214	2.61 MG	
4	Total Diversions under SCWA Agreement	3.95 MG	<u>\$ / ac-ft</u>
5	Total Annual Expenditures under Water Conservation	\$ -	\$ -
6	Total Annual Expenditures under Recycled Water & Local Supply	\$ -	\$ -

**Sub-Charge Rates for Fiscal Year 2017/2018**

Water Conservation	\$	43.77 per ac-ft
Recycled Water and Local Supply	\$	10.01 per ac-ft
Watershed Planning and Restoration	\$	86.40 per ac-ft

**Determination of Sub-Charges Due per Section 8 Stipulations**

Water Conservation	\$	43.77 per ac-ft
Recycled Water and Local Supply	\$	10.01 per ac-ft

**Payment Due**

Administrative Fee	\$	1,000.00
Water Conservation	\$	1,531.95
Recycled Water and Local Supply	\$	350.35
Watershed Planning and Restoration	\$	3,024.00
<b>Total</b>	<b>\$</b>	<b>5,906.30</b>