



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

**REGULAR MEETING
OF THE BOARD OF DIRECTORS
LOCATION: ANDERSON HALL
101 LAKESIDE, CAMP MEEKER, CA
FEBRUARY 21, 2023 7:00 P.M.
AGENDA**

**IMPORTANT NOTICE REGARDING HYBRID (PUBLIC AND TELECONFERENCED MEETINGS)
THIS MEETING WILL BE HELD IN PERSON WITH THE OPTION OF ZOOM ACCESS (SEE BELOW)
HOW TO OBSERVE THE MEETING ELECTRONICALLY:**

Camp Meeker Recreation and Park District is inviting you to a scheduled Zoom meeting.

Topic: Camp Meeker Monthly Board Meeting

Time: Feb 21, 2023 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82445105797?pwd=UytubTN1UHp3NldMdnFKNkUzOEE1Zz09>

Meeting ID: 824 4510 5797

Passcode: 318151

One tap mobile

+16699006833,,82445105797#,,,,*318151# US (San Jose)

+16694449171,,82445105797#,,,,*318151# US

Dial by your location

+1 669 900 6833 US (San Jose)

+1 669 444 9171 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 689 278 1000 US

+1 301 715 8592 US (Washington DC)
Meeting ID: 824 4510 5797
Passcode: 318151
Find your local number: <https://us02web.zoom.us/j/82445105797>

ACCESSIBILITY INFORMATION:

Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting should contact the District's Administrator, at least 48 hours before the meeting at 707-874-9246 or admin@campmeeker.org. Advanced notification will enable the District to swiftly resolve such requests to insure accessibility.

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. January 17, 2023 Minutes
- B. Payment of Claims
- C. Administrative and Financial Report

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

- A. System Operations
- B. Electronic Meter Replacement

IX. ACTION ITEMS

- A. WATER WAIVER: ACCOUNT #2, RANDY ERWIN, 2515 STEPPES ROAD, SEBASTOPOL (APN 074-100-057) (Russian River Utility Staff, 10 minutes)
DESCRIPTION: Mr. Erwin experienced a failure of his irrigation controller during the period of 1/13/2023-1/22/2023 when he was absent from his home. The irrigation controller malfunctioned due to a power outage resulting in the water activation. The total cost of the water loss credit would amount to 3161.26
PROPOSED ACTION: The Board will review the circumstances and may or may not approve a waiver of the water loss less costs of \$3,161.26 for Mr. Erwin's account #2.
- B. CAMP MEEKER POST OFFICE (Gene Koch, 10 minutes)
DESCRIPTION: Mr. Koch is a Camp Meeker resident and has asked that the issue of the Camp Meeker Post Office possible closure/elimination and replaced by rural delivery open air post boxes.
PROPOSED ACTION: The Board may/may not take further action regarding this issue.
- C. COMMUNITY MEETING: CAMP MEEKER VOLUNTEER FIRE DEPARTMENT ANNEXATION (CMVFD Staff, 10 minutes)
DESCRIPTION: The Board will discuss with CMVFD Board & Chief Shepley-Schroth and agree upon a 2023 date for a community meeting to discuss and inform Camp Meeker residents about the Camp Meeker Volunteer Fire Department annexation into the Gold Ridge Fire District.
PROPOSED ACTION: The Board may take further action regarding this matter.
- D. RESOLUTION 2023-002: REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA AUTHORIZE THE CONSOLIDATION OF DISTRICT ELECTIONS WITH THE STATEWIDE GENERAL ELECTIONS (John McDaniel/Staff, 5 minutes)
DESCRIPTION: In 2015 Senate Bill 415 was signed requiring political subdivisions, including Special Districts to move their elections for governing board members from odd-numbered years to even-numbered years if their elections occur in odd numbered years and have not historically met certain voter turnout requirements. The Board of Supervisors offered this option to the Camp Meeker Board last May and adoption of this Resolution will extend the terms of John McDaniel and Lynn Watson for one year with the next election occurring in 2024. An additional Resolution will have to be passed for the extension of the terms of the remaining three Board members.
PROPOSED ACTION: Adopt Resolution 2023-002 and direct staff to forward to the Sonoma County Board of Supervisors for their approval and action.
- E. ANDERSON HALL CONTRACT REVIEW (John McDaniel, 5 minutes)
DESCRIPTION: The Board will review the draft of the existing Anderson Hall to bring the conditions of use into standard operating guidelines with Sonoma County event centers operating under County Conditional Use Permits.
PROPOSED ACTION: The Board may/may not adopt the revised Anderson Hall contract to encompass standard operating guidelines as event centers in the County operating under Conditional Use Permits.

F. 2023 BROWN ACT CHANGES (Staff and Directors, 5 minutes)

DESCRIPTION: Effective January 1, 2023 there are notable changes to the Brown Act including the ending of the COVID State of Emergency on February 28. The Board will review and discuss the changes as information to Directors and the public as well.

PROPOSED ACTION: The Board may take further action regarding this matter.

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

2023.02.21finalagendacdgl.docx



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

**REGULAR MEETING
OF THE BOARD OF DIRECTORS
JANUARY 17, 2023
MINUTES**

I. CALL TO ORDER

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

II. ROLL CALL

Directors Helfrich, McDaniel, Larson, and Watson were present. Director Tominia was absent. Director McDaniel advised that in accordance with Brown Act (2449) changes effective January 1, 2023, he is attending from his home electronically due to a medical condition.

III. APPROVAL OF AGENDA

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

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

There was no public comment.

VI. CONSENT ITEMS

A. Approval of Minutes

November 15, 2022 Minutes

As there were no corrections, additions or deletions to the minutes of November 15, 2022, a motion was made by Valery Larson, and seconded by Lynn Watson to approve the November 15, 2022 minutes as submitted.

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

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

The motion was approved.

B. Resolution 2023-001: Continuing Local Emergency

After discussion, it was agreed by voice vote that conditions are such the Board will continue to meet in public and Resolution 2023-001 is to be initiated when appropriate resulting in approval of Resolution 2023-001. Directors Helfrich, Larson, McDaniel, and Watson voted no. Director Tominia was absent. Ayes: 0 Noes: 4 Abstain: 0 Absent: 1
Resolution 2023-001 was approved to be initiated if needed.

C. Payment of Claims

A motion was made by John McDaniel, and seconded by Gary Helfrich to approve the January 17, 2023 warrant request 2022/2023-006 as follows:

2022-2023-007	RP-January 2023	5,037.06
\$97,225.86*	Water-January 2023	15,459.15

*Direct Charge Transfer \$71,160.08

Wells Fargo Bank Operating Checks 2413-2436 in payment of District expenses for the current month, and Bank of the West checks 763 in payment of water revenue transfers for water receipts.

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

D. Journal Entry Approval—JV2023-018: Direct Charge & Tax Transfers 12/21/2022

A motion was made by Gary Helfrich, and seconded by Valery Larson to approve JV2023-018, Recording tax transfer on 12/22/2022.

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

E. Administrative and Financial Report

Ms. Doran-Girard informed Board members present that 2022 Tax work is completed, that the District has received a 5% dividend from State Compensation Insurance, and various other items of correspondence.

VII. REPORT OF THE WATER SYSTEM OPERATOR

There was no water report.

VIII. PRESENTATION: AUDITED FINANCIAL STATEMENTS FISCAL YEAR

END JUNE 30, 2022 (John Blomberg, Blomberg and Griffin Accountancy Corp, CPAs)

DESCRIPTION: Mr. Blomberg reviewed the final draft of audited financial statements for the fiscal year ended June 30, 2022.

ACTION: A motion was made by Gary Helfrich, and seconded by Valery Larson to authorize approval of 6/30/2022 Audited Financial statements and direct John Blomberg to prepare copies and and submit the State Controller Report for 6/30/2022.

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

IX. DIRECTORS' REPORTS

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

PROPOSED ACTION: No action or discussion to take place

Director Helfrich informed the Board regarding the purchase of equipment to hold zoom meetings to be able to hold electronic and in public meetings.

X. ADJOURNMENT

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

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

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

The meeting adjourned at 7:35 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

2023.01.17draftminutescdg2.docx

**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS
FROM: CHERYL DORAN GIRARD
SUBJECT: FEBRUARY 21, 2023 WARRANTS AND FINANCIAL INFORMATION
DATE: FEBRUARY 17, 2023

Financial Statements and Warrant Detail in the board packet following this memorandum provide information available through February 17, 2023.

2022/2023-007	RP-February 2023	4,083.00
\$43,671.53*	Water-January 2023	14,863.86

*Includes USDA Loan Payment of \$24,724.67

The Financial statements included in the Board info packet represent revenue and expenses for the current months of the 2022-2023 fiscal year.

The financial statements revenue and expenses are reflective of vendor invoices received through 2/13/2023.

Check registers included in the financial packet include all checks written since the last warrant approval in January.

All bank reconciliations are in process. The 2022-2023 Final Budget will be reflected in the financial statements asap.

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 # 2022-2023-007

VENDOR	CHECK AMOUNT	R&P FUND	WATER FUND	EXPLANATION
CMRPD Water System	98.58	98.58		November
Doran-Girard, Cheryl	7,470.00	1,344.60	2,016.90	Consulting Dec-Feb 16, 2023
Doran-Girard, Cheryl		896.40	1,344.60	Consulting Dec-Feb 16, 2023
Doran-Girard, Cheryl		420.18	513.56	Consulting Dec-Feb 16, 2023
Doran-Girard, Cheryl		466.88	466.88	Consulting Dec-Feb 16, 2023
Perry Johnson	375.00	375.00		Legal Services
PGE	90.56	90.56	-	Electric Service
Russian River Utility	10,184.09		9,546.99	Contract Services
Russian River Utility		-	637.10	Electric Service Wtr System
Sereno Del Mar	113.00		113.00	Water System PO Box
US Bank	615.63	243.64	87.57	Communications
US Bank		137.26	137.26	Software Lease
US Bank		9.90	-	Postage
US Bank				Postage, Supplies & Copying
				Communications
				Software Lease
USDA	24,724.67 *			Supplies-Hall Office
				Dropbox Subscription
	<hr/> 43,671.53	<hr/> 4,083.00	<hr/> 14,863.86	24,724.67

USDA Loan Pmt Due 4/1/2023

DIRECTOR APPROVAL:

DATE:

2/21/23

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	54,961	(37,539)
4020	Property Taxes-CY Supplemental	0	743	743
4040	Property Taxes-CY Unsecured	0	3,044	3,044
4101	Interest Pooled Cash -Sonoma County	0	4	4
4110	Interest Earned-Wells Fargo Bank	0	744	744
4210	Rental Fees-Anderson Hall	2,000	1,100	(900)
4215	Rental Fees-Other	1,900	1,108	(792)
4220	State-Home Owner Property Tax Relief	500	76	(424)
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>61,869</u>	<u>(185,031)</u>
Expenditures				
5010	Director Stipend	720	0	720
5017	Worker Compensation Insurance	1,500	0	1,500
5101	Communications-Telephone	1,100	617	483
5105	Communications-ISP Website	750	232	518
5110	Communications-Website Other	500	392	108
5112	Communications-WiFi	1,100	966	134
5184	Janitorial Supplies	500	49	451
5185	Janitorial Services	1,950	340	1,610
5210	Insurance-Property & Liability	8,000	0	8,000
5401	Memberships	300	565	(265)
5405	Miscellaneous	850	700	150
5410	Office Supplies	750	191	559
5415	Office Operations	0	359	(359)
5416	Lease-Accounting Software	1,650	1,092	558
5420	Training-Administrative	150	0	150
5425	Postage	75	71	4
5426	Printing Services	1,000	239	761
5427	Supplies	750	184	566
5501	Professional Fees-Web	650	500	150
5520	Administrative Services	21,000	10,577	10,423
5531	Community Education	5,000	0	5,000
5540	LAFCO Charges	300	194	106
5550	Legal Services	15,000	4,822	10,178
5555	Professional Services-Auditor	9,500	3,641	5,859
5556	Professional Services-Accounting	14,000	6,991	7,009
5570	Service Fee-PayPal	250	0	250
5571	Late Fees	0	11	(11)
5575	Bank Service Fees	0	122	(122)
5576	Property Tax Administration Fee	1,000	0	1,000
5590	Gas and Oil	1,500	675	825
5591	Equipment Rentals	0	71	(71)
5592	Water and Sewer	1,500	838	662
5594	Utilities	1,450	551	899
8510	Remodel/Rehab/Renovate	110,000	0	110,000

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>
8514	Maintenance & Repair-Major	25,000	0	25,000
8516	Restoration	19,000	0	19,000
9001	Contingency	<u>105</u>	<u>0</u>	<u>105</u>
	Total Expenditures	<u>246,900</u>	<u>34,987</u>	<u>211,913</u>
	Excess of Income Over (Under) Expense	<u><u>0</u></u>	<u><u>26,882</u></u>	<u><u>26,882</u></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	72,231	(51,769)
4061	Direct Charges -Prior Year	0	1,040	1,040
4101	Interest Pooled Cash -Sonoma County	0	4	4
4260	Reimbursements	6,000	0	(6,000)
4310	Sales of Water-Residential	250,000	152,218	(97,782)
4625	Transfers-Within Fund In	150,000	0	(150,000)
	Total Revenue	<u>530,000</u>	<u>225,492</u>	<u>(304,508)</u>
Expenditures				
5017	Worker Compensation Insurance	1,200	0	1,200
5101	Communications-Telephone	500	330	170
5105	Communications-ISP Website	300	232	68
5110	Communications-Website Other	300	91	209
5210	Insurance-Property & Liability	5,000	0	5,000
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	1,092	658
5420	Training-Administrative	200	0	200
5425	Postage	300	10	290
5426	Printing Services	0	239	(239)
5427	Supplies	150	0	150
5501	Professional Fees-Web	200	25	175
5515	Contract Services-Water Operations	150,000	73,454	76,546
5520	Administrative Services	21,000	15,730	5,270
5540	LAFCO Charges	850	744	106
5550	Legal Services	16,500	5,055	11,445
5555	Professional Services-Auditor	12,100	3,641	8,459
5556	Professional Services-Accounting	16,800	10,487	6,313
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	398	177
5587	Water System Fees-State	2,750	0	2,750
5592	Water and Sewer	0	2,840	(2,840)
5594	Utilities	12,500	9,124	3,376
8511	Maintenance & Repair	0	1,152	(1,152)
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>157,923</u>	<u>372,077</u>
	Excess of Income Over (Under) Expense	<u>0</u>	<u>67,569</u>	<u>67,569</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	3,673	3,673
4625	Transfers-Within Fund In	<u>50,000</u>	<u>47,194</u>	<u>(2,806)</u>
	Total Revenue	<u>50,000</u>	<u>50,867</u>	<u>867</u>
	Expenditures			
5575	Bank Service Fees	0	207	(207)
8625	Tfr Within Fnd-Out	<u>150,000</u>	<u>41,194</u>	<u>108,806</u>
	Total Expenditures	<u>150,000</u>	<u>41,401</u>	<u>108,599</u>
	Excess of Income Over (Under) Expense	<u>(100,000)</u>	<u>9,466</u>	<u>109,466</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>

CMRPD PAST DUE ACCTS

2/14/2023

ACCT #	CURRENT	1 - 30.	31 - 60	60+	LAST PMT	DATE	TOTAL	
12	62.41	60.68	54.42		161.34	12/28/2022	177.51	
24	73.77	58.10	55.28	50.50	249.03	12/5/2022	237.65	
50	73.92	71.06	123.28	209.24	200.00	11/14/2022	477.50	MAKING PMT FEB 2023
52	65.59	61.54	55.88	6.11	122.19	11/29/2022	189.12	
59	60.34	57.89	55.11	59.42	135.00	11/23/2022	232.76	
60	75.53	71.09	67.38	204.44	261.29	9/13/2022	418.44	
68	70.44	137.19	51.01		75.00	1/6/2023	258.64	
69	66.87	63.33	61.35	57.38	68.48	12/5/2022	248.93	
92	78.33	78.85	94.44	345.33	400.00	1/9/2023	596.95	
96	63.03	59.66	54.66		120.34	1/4/2023	177.35	
105	58.71	62.08	51.58		124.82	1/19/2023	172.37	
114	65.12	60.82	66.76		165.95	12/16/2022	192.70	
127	69.12	66.09	62.68	124.56	100.00	2/13/2023	322.45	
140	89.14	140.83	151.50	461.41	20.00	2/6/2023	842.88	L/O 1/3/23
147	84.30	61.62	49.71		115.00	1/3/2023	195.63	
151	64.57	62.40	54.42	12.46	109.28	12/8/2022	193.85	
152	65.79	63.74	64.30	34.86	100.00	12/13/2022	228.69	
155	64.18	60.46	59.25		110.00	12/13/2022	183.89	
157	63.15	60.14	57.28	116.59	211.82	10/11/2022	297.16	
158	65.09	62.41	59.26	123.84	230.18	10/11/2022	310.60	
161	67.52	73.08	78.68	119.33	193.77	2/2/2023	338.61	
174	60.64	60.79	53.72		245.00	12/1/2022	175.15	
182	64.49	60.34	47.65		73.92	10/31/2022	172.48	
184	64.57	63.72	60.07	20.95	54.00	1/24/2023	209.31	
185	64.89	60.00	50.90		78.29	11/30/2022	175.79	
192	61.90	58.91	56.69	52.69	250.00	10/17/2022	230.19	
220	89.02	75.84	76.98		166.91	1/4/2023	241.84	
224	59.43	56.60	53.90	49.00	507.73	10/12/2022	218.93	
242	55.01	55.11	0.50		50.08	2/7/2023	110.62	
245	57.19	51.70	8.03		160.64	12/12/2022	116.92	
246	61.46	58.06	53.60		125.10	1/4/2023	173.12	
249	80.41	58.48	69.69		233.24	12/27/2022	208.58	
272	55.81	50.62	0.86		50.66	1/3/2023	107.29	
276	63.61	58.46	5.84		116.76	12/15/2022	127.91	
279	61.86	59.49	54.22	5.41	108.12	11/21/2022	180.98	
290	61.49	58.49	58.26	6.44	128.80	11/29/2022	184.68	
295	59.39	57.06	53.85	47.97	160.00	10/24/2022	218.27	
311	69.67	66.35	63.11	233.27	293.85	8/10/2022	432.40	
317	64.71	60.54	55.62	6.99	143.00	12/8/2022	187.86	
330	60.75	57.54	60.88		116.69	12/20/2022	179.17	
335	59.81	54.26	5.32		106.46	1/3/2023	119.39	
337	61.39	57.86	53.11		67.00	1/3/2023	172.36	
339	54.45	49.00	11.02		220.41	12/13/2022	114.47	
358	59.94	57.18	8.84		176.78	12/14/2022	125.96	
	2,898.81	2,839.46	2,390.89	2348.19	6,906.93		10,477.35	

DATE:
2023-02-06 17:00

FROM:
Randy Erwin <randyscotterwin@yahoo.com>

TO:
"rruwater@sonic.net" <rruwater@sonic.net>

CMRPD board,

I was away from my home at 2515 Stepps Road Sebastopol CA 95472 from 1-13-2023 through 1-22-2023. I returned find a station on my irrigation controller running. My irrigation controller was in off mode, but a power outage at my address had triggered the valve somehow to come on. This has never happened before but the valve was on. No one was staying at my house while I was away so I had no idea it was running. I called Cori (the woman who reads my meter) and she told me about a device called Flume2 smart home water monitor and water leak detector. She said it let me know via my phone when I had water flowing through the meter. I will be purchasing one of these to strap on the water meter so this can't happen in the future. I have lived here since 1986 and have always paid my bill on time. I'm hoping I can have my next bill adjusted to what my normal use is during January and pay for the electrical costs to pump the water I used. Please let me know.

Thank you, Randy Erwin

Customer Detail

ERWIN, RANDY

Account Number

2

ERWIN, RANDY
 2515 STEPPS RD

SEBASTOPOL CA
 95472 874-2840
 Service Address: 2515 STEPPS ROAD

Date Turned On
 Date Turned Off
 Meter Check Date
 Rate Code 1
 Pump/Well Number 1
 Last Reading 534623
 Previous Reading 524744
 Usage 98,790
 # of Units 1
 E-Mail Address: randyscotterwin@yahoo.com
 A P N 074-100-057-000
 OLD ACCT # 7,092

Months On System 295
 Total Usage 5,229,320
 Average Usage 17.727
 Sequence Number 3460
 Meter Serial Number 99828656
 Route Number 1
 Last Read Date 2/5/2023
 12 Month Average 11,594
 Last Year Average 11,790
 Previous Year Average 11,790
 Last 'Paid On Time' Date 2/6/2023
 Last Late Charge Date 11/21/2022
 Number Of Late Months 58
 Next Due Date 2/10/2023
 Year To Date Charges \$254.86

Deposit Information

Deposit Amount	\$0.00	Deposit Date		
Deposit Amount 2	\$0.00	Deposit 2 Date		
0				
Usage	Charges	Read Date	Reading	
January	2,930	254.86	1/4/2023	524744
February	4,500	58.00	2/5/2022	511281
March	3,900	56.80	3/6/2022	511671
April	3,600	56.20	4/5/2022	512031
May	3,710	56.42	5/5/2022	512402
June	3,260	55.52	6/4/2022	512728
July	9,530	92.98	7/6/2022	513681
August	52,580	1,562.60	8/7/2022	518939
September	22,180	351.00	9/3/2022	521157
October	19,560	285.50	10/6/2022	523113
November	9,000	95.28	11/5/2022	524013 L
December	4,380	57.76	12/5/2022	524451

Certificate Number	0
Services	Current Balance
WATER	\$3,593.05
SERVICE CHARGE	\$49.00
Previous Charges	(\$481.10)
Paid This Month	\$200.00
Current Balance	2,960.95

Last Payment 2/6/2023 \$200.00 Check Number Credit
 Age 1 \$0.00 Age 2 \$0.00 Age 3 \$0.00

6' RIGHT OF PHONE POLE. 7/11/19 RANDY LEAVING TIL END OF AUG. SENDING \$1,500 + 148.62
 TO COVER BILLS.

HAS ORNATE GARDEN. HIGH USE IN SPRING & SUMMER.

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

February 14, 2023

Randy Irwin
2515 Stepps Rd
Sebastopol, CA 95472

RE: ADJUSTMENT FOR WATER LEAK
ACCOUNT 2
2515 STEPPS ROAD, CAMP MEEKER

Dear Randy,

The Camp Meeker Board of Directors has authorized an adjustment for a leak that occurred in January 2023. Please note, the Camp Meeker Recreation and Park District will consider adjustments for leaks once every five years. The Camp Meeker Recreation and Park District's policy requires payment for actual pumping costs at \$1.00 per 1,000 gallons. This is the cost to pump water from the source to the meter.

We are adjusting your bill to reflect what your normal use would be this time of year.

January 2023

Overage + Normal Usage	98,790 gallons
<u>Average Usage</u>	<u>7,399 gallons (based on 12 month usage)</u>
Leak Adjustment	91,391

Pumping costs are \$1.00 per 1,000 gallons.

91,391 gallons:	\$ 3,260.05	
<u>Pumping costs:</u>	<u>\$ 98.79</u>	→
	3,161.26	CREDIT: \$-3,161.26

Very truly yours,



RESOLUTION NO. 2023-002

**Adopted by the Camp Meeker Recreation and Park Board
of Directors**

February 21, 2023

**REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA
AUTHORIZE THE CONSOLIDATION OF DISTRICT ELECTIONS WITH THE
STATEWIDE GENERAL ELECTIONS**

Whereas in September 2015, the Governor signed Senate Bill No. 415, which in most instances required political subdivision, including cities, school districts, community college districts and other districts organized pursuant to state law, to move their election, for governing board members from odd-numbered years to even-numbered years if their elections, currently occur on odd-numbered years and have not historically met certain voter turnout requirements; and

WHEREAS, §13886 of the California Health & Safety Code and §10404 of the California Elections Code permits the Camp Meeker Recreation and Park District Board of Directors to change its election day with the approval of the Board of Supervisors of the County of Sonoma; and

WHEREAS, the Camp Meeker Recreation and Park District currently conducts its elections for members of the Board of Directors in November of odd-numbered years pursuant to California Election Code §10505(c); and

WHEREAS, the District has not historically met the voter turnout requirements of Senate Bill No 415, and it is the intent and desire of the Board of the Camp Meeker Recreation and Park District to provide its constituents with cost benefits, while promoting the increasingly efficient and effective use of government resources; and

WHEREAS, the District has been informed that there would be cost savings for the District resulting from consolidating the District's elections with the statewide general elections; and

WHEREAS, as a result of the above facts, the District desires to change the date of future board member elections to be consolidated with the California statewide general election to save District monies and to provide greater voter input into the District elections; and

WHEREAS, if consolidation of elections is approved, it is requested that the election date be moved from November 2023 to November 2024 with board members whose terms would have expired in 2023 and 2025, necessarily being extended to 2024 and 2026, respectively.

NOW, THEREFORE BE IT RESOLVED as follows:

1. That pursuant to the requirements of §1044.5 of the Elections Code, the Board of Supervisors of the County of Sonoma is hereby requested to consent to and agree to the consolidation of the District election with the statewide general election in November 2024, for the purpose of electing Two (2) members of the board of directors, and the future District elections shall be consolidated with the even-year statewide general election.

2. That pursuant to the requirements of §10404, subd. (i) of the Election Code, the terms of office holders shall be extended until the next even year election following their current term expiration date.
3. That pursuant to the requirements of §10404, subd. (f) of the Election Code, the Registrar of Voters shall cause, at the District expense, a notice to be mailed to all registered voters of the District informing them of the change of election date specified herein and for the resultant changes in terms of the elected officeholders.

Passed and adopted this 21th day of February 2023, by the following vote:

Director	Yes	No
Tominia		
Helfrich		
McDaniel		
Larson		
Watson		
Total		

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____

CAMP MEEKER RECREATION AND PARK DISTRICT:

By: Gary Helfrich, Board Vice-President

ATTEST:

John McDaniel, Secretary/Treasurer

CAMP MEEKER RECREATION & PARK DISTRICT
 Post Office Box 461, Camp Meeker, CA 95419
 Telephone: 707-874-9246 Email: admin@campmeeker.org
 Anderson Hall Rental Agreement Contract Number _____

Person(s) Renting Anderson Hall			
Names of All Parties Renting (including 2 nd contact info*): 1. _____ 2. _____			<input type="checkbox"/> Resident <input type="checkbox"/> Non-Resident
Address _____			Phone (Home/Work) _____
City _____	State/ Zip _____	Email: _____	Phone (Cell): _____
Type of Event			
<input type="checkbox"/> Party	<input type="checkbox"/> Wedding	<input type="checkbox"/> Meeting	<input type="checkbox"/> Other
Date and Time			
Date of Use _____	Day of Week _____	Number of Hours: 2 <input type="checkbox"/> 4 <input type="checkbox"/> 6 <input type="checkbox"/> All Day X	
Time of Use _____	From: _____ AM PM	To: _____ AM PM	
Fees and Deposit			
Reservations can be made at our website. Deposit and/or fees are payable either by credit card at www.campmeeker.org or check payable to: Camp Meeker Rec & Park District	Per Current Fee Schedule Rental Fee: \$ _____		
	Refundable Deposit: \$ _____		
	Total: \$ _____		
Condition of Building Before Event (Note Any Defects) _____			
2 nd contact info: Telephone: _____ Email: _____ Cell: _____			
Inspected By: _____ <input type="checkbox"/> Additional Clean-Up Needed Amount Deposit Returned: _____			
General Rules			
<ul style="list-style-type: none"> Deposit must be made at time of booking and all fees paid/insurance confirmations received sixty (60 days) prior to the event. Access codes will be provided by 8:00 a.m. on the initial date of the rental. Hall will be inspected before and after each event. General condition of the Hall will be noted. Contract conditions relating to Camp Meeker residency, use of premises, deposits, payments and refunds are listed on pages following this page. Please read thoroughly and initial pages prior to signing this rental contract. 			
Agreement			
I understand if any damage is done to the building, or the building is not left clean, the deposit will not be returned and if the District must hire service providers to clean, repair the building or remove trash, I will be billed for these services.			
Renter(s) Signature _____			Date _____
Camp Meeker Recreation & Park District Authorized Individual _____			Date _____

1. Reservations, Security Deposit, Payment and Refunds:

Reservations are confirmed upon receipt of refundable \$500.00 security deposit and signed Anderson Hall Rental Agreement. Total rental fee payment is due 60 days prior to the scheduled event date. District may cancel the reservation at any time within its sole discretion until such time as payment of all fees due hereunder are actually paid and received. Cancellation by the Renter of an event within 60 days of the event date will result in forfeiture of the security deposit, cancellation of an event 60 days or more prior to the event date will be 100% refundable. Upon conclusion of an event, security deposit will be refunded within 30 days predicated upon successful completion of post event Hall inspection.

Please note: Camp Meeker residency rates must be confirmed providing street address. In the event of use by family member the contract must include a second signature of the property owner/resident.

2. Indemnification:

The Renter agrees to indemnify, defend and hold the CMRPD, its officers, directors, employees, agents, and assigned staff harmless from all losses, damages, costs and expenses resulting from any claims, suits or liabilities of any kind, including attorney fees, arising from or purporting to arise from the conduct, activity, or any other transaction involving Renter, its guests, invitees, or any other person on the Anderson Hall premises at the request or invitation of the Renters or Renters guests or invitees. This provision of the Renters Agreement shall survive the Renter's scheduled departure date from Anderson Hall.

3. Assignment and Subleasing:

The Renter shall not assign any interest in this agreement or otherwise transfer or sublease Anderson Hall or any part thereof or permit the use of Anderson Hall to any party other than the Renter.

4. Use Of Premises:

The Renter shall comply with all fire, health and sanitary laws, ordinances, rules and orders of appropriate governmental authorities as well as those established by the CMRPD.

1. No candles or open flames or flammable materials are allowed on premises.
2. Exits must remain clear and accessible at all times.
3. No wall hangings or decorations may be applied to walls, doors or windows without prior consent.
4. No overnight parking or overnight facility use is allowed.
5. All chairs and tables must be returned to storage area at the conclusion of the event.
6. All kitchen equipment must be cleaned and properly stored at the conclusion of the event.
7. The Renter is responsible for the full cost of cleaning and/or repairing of any damage above and beyond normal wear and tear of the facility including damage caused by the Renter, Renter's guests, Renter's service providers or any individual connected to the Renter's event.
8. Renters are responsible for the removal of all trash and recyclable materials. Trash and recycle bins are available for use during an event but must be emptied and cleaned at the conclusion of the event. Renters will be billed accordingly for the removal of any trash left behind.

5. Parking and Fire Lanes:

Guest parking is available at the Post Office parking lot and on the bridge leading to Market and Tower Road. No parking is allowed beyond the "NO Parking Begins" sign located on the right side of Tower Road and extends 100 feet beyond the fire hydrant above Anderson Hall. Disabled parking is available at the Anderson Hall egress and is reserved for vehicles with proper documentation. Limited parking for guests and vendors is available to the lower right of Anderson Hall but must not block access to Lakeside Avenue. Refer to the "Parking Diagram" provided.

Initials

Date: _____

Initials

Date: _____

6. Alcohol Policies:

The following prerequisites and requirements apply to the service of alcoholic beverages at all events held at Anderson Hall:

Public Events are those events at which the general public is invited to attend, which require a fee for general attendance, or which sell food or alcoholic beverages for a fee or donation. Public Events shall comply with all alcoholic beverage service requirements mandated by the State Department of Alcoholic Beverage Control and local law enforcement. Alcohol may not be otherwise served or consumed. Copies of all licenses relating to the service of alcohol at each event shall be provided 30 days prior to the event. Public events shall also comply with all requirements applicable to public and private events.

Private Events are those events at which attendance is by invitation only, and that do not require a fee for attendance nor for the service of food or alcohol. All private events at which attendance is 100 or more persons shall be required to engage a licensed caterer with an Off-Premise Liquor License to serve alcoholic beverages. Alcohol may not be otherwise served or consumed. As a condition to serving alcoholic beverages at such functions, the requirements set forth below must be satisfied in full: The licensed caterer engaged to serve alcoholic beverages must submit the following information prior to the private event:

1. Copy of current catering license
2. Copy of Alcoholic Beverage Control authorization
3. Copy of current insurance certificate
4. Number of bartenders at event
5. Hours the bar will be open (maximum 5 hours)

7. Liability Insurance:

If alcoholic beverages are to be served, Renter must provide proof of liability insurance coverage with coverage extended to CMRPD as additional insured under the policy.

8. Noise:

Outdoor amplified sound is prohibited. Amplified noise cannot exceed 65db at the property line, and all music must conclude by 10:00pm.

9. Smoking:

Smoking is prohibited on Anderson Hall property.

10. Firearms and Weapons:

Possession of any firearms, weapons or ordnance is prohibited in Anderson Hall unless the person is a law enforcement officer authorized to carry weapons at the time of the event.

11. Condition of Premises:

Renter agrees that Renter has examined the premises at the time of rental and they are in good order, good repair, safe, clean and orderly.

12. Acts of God:

The CMRPD shall not be responsible for any failure or delay in the performance of its obligations under this Agreement arising out of or caused, directly or indirectly, by circumstances beyond its reasonable control, including without limitation, acts of God, earthquakes, fires, floods, wars, civil or military disturbances, sabotage, epidemics, riots, interruptions, loss or malfunctions of utilities, computer (hardware or software) or communication service, accidents, labor disputes, acts of civil or military authority, or governmental actions.

Initials

Date: _____

Initials

Date: _____