

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

Tuesday, December 15, 2009, 7:00 pm
ANDERSON HALL, 101 LAKESIDE
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 name and where you are from so that this information can be entered into the minutes.

VI. CONSENT ITEMS (10 minutes)

- A. Approval of minutes
- B. Payment of claims
- C. Administrative and financial report

VII. REPORT OF THE WATER SYSTEM OPERATOR (10 minutes)

Report on operations for the current month.

VIII. UNFINISHED AND CONTINUING BUSINESS

A. UPDATE DAM PROJECT PROGRESS (Fawcett; 5 minutes)

DESCRIPTION: Review of status of Dutch Bill Dam Project and future tasks and activities.

PROPOSED ACTION: The Board will consider directing follow-up action(s). Any such action(s) will be set forth on an Agenda for adoption at a future meeting.

B. ARMAND GIRARD GROVE AND ARBORIST FOR REDWOOD TREES (Anderson; 5 minutes)

DESCRIPTION: Review of arborist recommendation materials and discussions with the family of Armand Girard regarding an appropriate memorial replacement.

PROPOSED ACTION: This is a report item only. No action will be taken.

C. WATER MAIN REPAIR-TOWER BRIDGE

DESCRIPTION: The Board will review the progress of the permanent repairs to the 8" pipe at the Tower Bridge.

PROPOSED ACTION: The Board may/may not take further action regarding the permanent repairs.

VIII. UNFINISHED AND CONTINUING BUSINESS (Continued)

D. ANDERSON HALL RENOVATIONS & DISTRICT OFFICE MAINTENANCE AND REPAIRS
(Anderson: 20 minutes)

DESCRIPTION: The Board will review a report by Director Anderson regarding the progress of the kitchen renovations at Anderson Hall and the heating repair issues at the District office.

PROPOSED ACTION: The Board may consider authorizing further renovations to the Anderson Hall kitchen and repair/revision of the District office heating system.

E. PARKING LOT GUARDRAILS

DESCRIPTION: The Board will review the status of repairs to the Recreation & Park District parking lot guardrails.

PROPOSED ACTION: The Board may assign responsibility for this issue to an individual Board member or staff. No other action will be taken.

IX. NEW BUSINESS

A. FIRE PREVENTION (Ming; 30 minutes)

DESCRIPTION: Presentation of fire prevention issues. Discussion of strategies and actions the District can take to reduce fire danger, in particular development of a fire management plan.

PROPOSED ACTION: In response to public concerns, the Board will decide whether to develop a fire management plan.

B. WATER LINE BREAK (Fawcett; 15 minutes)

DESCRIPTION: Brief discussion to plan future actions on technical and communication issues. Actions might include special meetings dedicated to causes and workshops on emergency preparedness.

PROPOSED ACTION: The Board will consider directing follow-up action(s). Any such action(s) will be set forth on an Agenda for adoption at a future meeting.

C. CAMP MEEKER SUPPER CLUB (Murchison; 5 minutes)

DESCRIPTION: Presentation of concept. Discussion of short term and long term plans, including possible test run in January 2010 to be put on as a private venture.

PROPOSED ACTION: No action. Discussion item only.

D. BOHEMIA RANCH-WATERFALL PARK (Murchison; 10 minutes)

DESCRIPTION: Presentation of letter of support addressed to Supervisor Carrillo for creating public land. Request for contribution by the District to fund for purchase the land.

PROPOSED ACTION: The Board will decide whether to approve the letter. The Board will decide separately whether to participate in funding the purchase of the land.

E. FINANCIAL REPORTS (Fawcett; 5 minutes)

DESCRIPTION: Proposal to revamp financial reports to increase accessibility.

PROPOSED ACTION: No action. Discussion item only.

XI. DIRECTORS' REPORTS

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

PROPOSED ACTION: No action or discussion to take place.

XII. ADJOURNMENT

HOW TO GET AN ITEM ON THE AGENDA

Requests for items for the agenda of the regular meetings of the Camp Meeker Recreation and Park District must be submitted to the District in writing. Regular meetings are held the 3rd Tuesday of each month. The District must receive submissions no later than ten (10) calendar days before the meeting. Submit your agenda items 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.

Rev. 12/10/2009

Minutes of the Regular Public Meeting
Of the
Board of Directors of the Camp Meeker Recreation and Park District
Tuesday, November 17, 2009 7:00 p.m.
District Office, 5240 Bohemian Highway (Next To Firehouse)
Camp Meeker, California 95419

I. Call To Order

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

II. Roll Call

Directors Crawford, Anderson, Helfrich and Lemmer were present. Director Meyer was absent.

III. Approval of Agenda

As there were no additions, deletions, or corrections to the agenda as posted, A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON TO APPROVE THE AGENDA AS POSTED.

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

IV. Statements of Abstention

There were no statements of abstention.

V. Public Comment

Gary Helfrich welcomed the newly elected Board members and stated that he was certain that they would find it a learning experience as he has.

Jeff Fawcett related that he had been down to the beach and creek area and the bridge and creek restoration project are "a thing of beauty."

Michael Ming expressed gratitude to the Board members who are leaving for their contribution to the community.

VI. Consent Items

A. Approval of Minutes

1. Minutes of October 20, 2009

As there were no additions, deletions or corrections to the minutes of October 20, 2009, A MOTION WAS MADE BY AMY LEMMER, SECONDED BY GARY HELFRICH TO APPROVE THE MINUTES OF OCTOBER 20 AS SUBMITTED.

The motion was approved.

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

B. Payment of Claims

A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY AMY LEMMER TO APPROVE WARRANT REQUESTS G2009-2010-005 REC & PARK (NOVEMBER) \$5,235.56, W2009-2010-005 WATER (NOVEMBER) \$13,637.96, AND D2009-2010-004 DAM REMOVAL \$84,634.01.

The motion was approved.

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

C. Approval of Federal Reserve Draw-NOAA Grant

A MOTION WAS MADE BY AMY LEMMER, SECONDED BY GARY HELFRICH TO APPROVE FEDERAL RESERVE DRAW #6 IN THE AMOUNT OF \$84,504.01. The motion was approved.

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

D. Administrative and Financial Report

Ms. Doran-Girard advised of several items of correspondence including expected receipt of Prop 1A Securitization funds, the Water Resources Control fee increase and the increase in cost of the Anderson Hall pay phone.

VII. MONTHLY REPORT OF WATER SYSTEM OPERATOR

Hal Wood reported that he had an inquiry from a real estate agent and assumes there may be a new connection for Eric Miller's parcel. Discussion ensued. Mr. Wood was instructed to follow up with a letter advising that the property owner must demonstrate that the parcel is buildable prior to a next connection processing would be considered.

Mr. Wood also advised that the new hydrant is to be installed at Alliance Redwoods on November 18. With respect to the Capital Plan submitted, he stated that he overlooked the addition of property acquisitions and conservation programs that could be funded from the capital fund.

VIII. Action Agenda

A. Water Connection: 160 Redwood

Gary Helfrich informed the Directors that legally this is a vacant lot as there is no connection. Article 89 of the County zoning code states after 12 months abandonment, use permit ceases. This will be an issue for an upcoming board in the event that further action is required.

B. Water Main Repair-Tower Bridge

Gary Helfrich advised that the temporary bridge that has been installed is to all intents and purposes becoming permanent as it is very unlikely repairs will be done by the County within the next two years. The 8" main is a critical part of the CMRP water system and breakage could drain the Morelli (half million gallons of water) tank in the event of a failure. Mr. Wood has proposed funding in the capital plan and a permanent solution to the current installation should be considered.

A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON TO DIRECT THE WATER SYSTEM OPERATOR TO PROCEED WITH REPAIRS TO STABILIZE THE PIPING AT THE TOWER BRIDGE AND PROVIDE THE DISTRICT WITH AN ITEMIZED STATEMENT FOR THE REPAIRS. The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

- C. Resolution #17: Capital Fund Designation and Replacement Plan
Gary Helfrich reviewed the replacement plan and the intent of the motion to designate the funds for replacement/improvement purposes.
After discussion, A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON TO APPROVE RESOLUTION #17 TO DESIGNATE FUNDS FOR WATER SYSTEM CAPITAL REPLACEMENT AND IMPROVEMENT PURPOSES.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- D. Update: Dam Removal/Creek Restoration Project
Aimee Crawford reviewed the plans for the project celebration scheduled for November 21st. Aimee advised that both the bulletin board adjacent to the post office and the basketball court are to be replaced/repared.
No action was taken.
- E. Redwood Trees
- 1.) Amy Lemmer read a letter addressed to members of the Armand Girard family regarding the recent removal of redwood trees in the Armand Girard grove;
 - 2.) A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON TO GET AN ESTIMATE FROM LICENSED ARBORISTS TO PROVIDE AN OPINION REGARDING TREE HEALTH. SCOPE OF WORK IS TO ENCOMPASS ALL CMRP PUBLIC USE RECREATIONAL PROPERTY IN THE DISTRICT.
Discussion ensued.
The motion was revised to read: "TO PREPARE AND PROVIDE LIST OF INDIVIDUAL ARBORISTS FOR THE INCOMING BOARD. THE ARBORISTS PURPOSE WILL BE TO EVALUATE RECREATION AND PARK PARCEL TREES AS WELL AS THOSE IN THE ARMAND GIRARD GROVE."
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
 - 3.) The Board discussed the hiring of a contractor/engineer to evaluate the condition of the firehouse foundation and Amy Lemmer advised that she felt this is covered in the Fire Department lease agreement. Carolyn Riseley stated that she felt the contractor/engineer's specific purpose pertaining to the foundation is relative to the cutting of trees in the Armand Girard grove.
After considerable discussion, A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON THAT IF THE FIRE DEPARTMENT ASSERTS THAT TREE HARVESTING IN THE ARMAND GIRARD GROVE IS NEEDED WITH RESPECT TO THE FIREHOUSE FOUNDATION, THE DISTRICT WILL HAVE AN INDEPENDENT ENGINEER PROVIDE A PEER REVIEW PRIOR TO ANY HARVESTING IN THE ARMAND GIRARD GROVE.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

4.) The Board discussed formation of a subcommittee whose purpose will be to meet with the family of Armand Girard. A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY AMY LEMMER THAT THE BOARD WILL FORM A SUBCOMMITTEE TO MEET WITH THE FAMILY OF ARMAND GIRARD. CATHIE ANDERSON WILL SERVE AS LIAISON TO THE FAMILY.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

- F. Draft Financial Statements 6/30/2009 Board Approval
The Board reviewed suggested changes to the 6/30/2009 draft financial statements provided by Larry Johnson, CPA; and subsequently, A MOTION WAS MADE BY GARY HELFRICH AND SECONDED BY AMY LEMMER TO DIRECT LARRY JOHNSON, CPA TO EFFECT CORRECTIONS TO THE DRAFT FINANCIAL STATEMENTS OF 6/30/2009 AND PUBLISH THE FINAL FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED 6/30/2009.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- G. Camp Meeker History Project
The Board discussed options for developing a historical archive for the Camp Meeker community.
After discussion, A MOTION WAS MADE BY GARY HELFRICH SECONDED BY AMY LEMMER THAT CATHIE ANDERSON BE APPOINTED TO HEAD THE CAMP MEEKER HISTORY PROJECT ASSISTED BY SETH MURCHISON.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- H. Anderson Hall Renovations, Estimates and Plan
Cathie Anderson presented estimates and plans for continued renovations to the Anderson Hall kitchen. After discussion, A MOTION WAS MADE BY CATHIE ANDERSON, SECONDED BY GARY HELFRICH TO APPROVE RENOVATIONS TO THE ANDERSON HALL KITCHEN BY SAM'S CABINETS IN THE AMOUNT OF \$3,100 AND REPLACEMENT OF THE GREASE TRAP AT A COST NOT TO EXCEED \$1400.00.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- I. Monte Rio Land Acquisition
The Board discussed the progress of approaching the Monte Rio Recreation and Park District regarding purchase of land adjacent to the District's well site with Gary Helfrich relating the history of the well site and the benefits of acquiring approximately ½ acre surrounding the site.
A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON THAT THE NEW BOARD CREATE A STANDING COMMITTEE TO DISCUSS THE PURCHASE OF LAND ADJACENT TO THE WELL SITE WITH THE MONTE RIO RECREATION AND PARK DISTRICT AND FINALIZE THE PURCHASE.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0

- J. Low Flow Toilet Program
Discussion of developing a low flow toilet program was referred to the incoming Board.
No action was taken.
- K. Parking Lot Guard Rails
Discussion was initiated regarding the unsafe condition that exists at the guardrails adjacent to the post office in the parking lot. As part of the bridge project, PCI will drag the log to effect a temporary safeguard. The new board will be responsible for gathering estimates to repair the unsafe condition and have appropriate standards installed.
- L. The Old Sawmill Site
The structure near the Tower Road bridge is Melvin Meeker's 1866 sawmill and is in need of active restoration.
A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY AMY LEMMER TO DIRECT STAFF TO RESEARCH RESTORATION OPTIONS, CONFER WITH SETH MURCHISON WHO WILL CONTACT STURGEON, AND PRESENT A REPORT TO THE INCOMING BOARD.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- M. Board Transition
The exiting and new Board members were advised of administrative tasks necessary to effect a smooth transition regarding the Bank of the West account and other financial matters prior to the December meeting.
A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY CATHIE ANDERSON TO SIGN A LETTER TO BANK OF THE WEST REGARDING EXITING CHECKING ACCOUNT SIGNERS AND DIRECT STAFF TO HANDLE TRANSITION MATTERS.
The motion was approved. Ayes: 4 Noes: 0 Absent: 1 Abstain: 0
- N. Suggestions For Agenda Items by Email
Present policy allows members of the public to suggest items for an upcoming Agenda, by submissions through the regular US Mail Service. There is no requirement in the law to add such items on the next (or any) Agenda, but the Board has adopted this approach, in part, to help insure that business affecting the District is brought to the Board's attention. After all the matters necessary to conduct the District's business are reviewed, an Agenda is drawn up. It has been proposed to expand the methods of communication of such prospective items from the members of the general public by allowing such submissions to be transmitted to the District's secretary through email.

A MOTION WAS MADE BY GARY HELFRICH, SECONDED BY AMY LEMMER TO ALLOW THE PUBLIC TO SUBMIT AGENDA ITEMS BY EMAIL AS LONG AS SAID ITEMS ARE SUBMITTED WITHIN THE ESTABLISHED TIME FRAMES AND CONTAIN A CLEAR STATEMENT OF THE ITEMS TO BE ADDRESSED AND INCLUDE BACKGROUND DATA, IF AVAILABLE.

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

IX. Directors' Reports

Cathie Anderson suggested that the new Board would have to explore printing options as this has been provided pro bono by Fred Meyer in the past.

Amy Lemmer questioned the progress of the bus stop replacement.

Aimee Crawford stated that she would like to acknowledge Gary Helfrich and Fred Meyer for their many years of service to the Camp Meeker Recreation and Park District.

Both Amy Lemmer and Gary Helfrich expressed their appreciation to Aimee Crawford of her service to the District as well as exemplary handling of the Dam Replacement project.

Dave Zappa expressed the community's gratitude to all Board members for their dedication to the Camp Meeker community.

X. Adjournment

As there was no further business to be brought before the Board at this time. a motion was made by Gary Helfrich, seconded by Amy Lemmer to adjourn the regular meeting of the Camp Meeker Recreation and Park District Board of Directors.

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

The meeting adjourned at 9:45 p.m.

Respectfully submitted,

Cheryl Doran-Girard

Rev. 12/8/2009

**CHERYL DORAN GIRARD
CLIENT MEMORANDUM**

TO: CAMP MEEKER RECREATION & PARK DISTRICT BOARD MEMBERS

FROM: CHERYL DORAN GIRARD

SUBJECT: DECEMBER 2009 WARRANTS AND FINANCIAL INFORMATION

DATE: DECEMBER 15, 2009

Financial Statements and Warrant Detail are in the board packet attached to this email. Financial data is based on November 30 FAMIS data plus this month's expenses.

G2009-2010-006	Monthly Bills R&P (December)	5,440.81
W2009-2010-006	Monthly Bills-Water (December)	11,483.88
W2009-2010-007	Water-Hydrant Alliance	4,319.99
W2009-2010-008	Water-Pipeline Repair	5,629.05
D2009/2010-005	Dam Removal	345.00

Cash balances are updated from FAMIS balances at 11/30 and funds received to date. FAMIS is, of course, was reviewed to insure that the warrants prepared at properly posted to the appropriate expense and revenue categories.

Financial statements are through December 11. Russian River Utility has forwarded the November bank statement. The transfer checks are prepared for signature at the meeting. The allocation of funds (in accordance with the "pie chart" formula) is reflected in Monthly Cash Balances sheet of your financials and the moneys are directly deposited to each fund each month. Percentages of transfer are noted on the allocation sheet.

The State Controller's office had forward a certified letter informing the Board that it had not received the yearly financial documents and threatening a \$5,000 fine. It seems that the electronic submission was caught in a computer problem at the State and they advised that confirming documents were not received also. I have provided the State with confirmation of Federal Express delivery and received a confirmation of receipt of all necessary data.

In the event that you need to contact me, you can reach me through my cell phone at 707-696-2876 or 707-545-2108. Fax line is 707-545-2158.



Vendor #	Vendor	SubObj	Amount	Explanation
456112	Anderson, Cathie	5913	30.00	Dir Fee-Dec
456478	McPhail's	7201	458.67	Propane-A. Hall
456168	Sonoma County Tax Collector	6300	385.00	Flat Chgs
456171	Perry, Johnson	6610	1,404.00	Legal-November
456011	Pacific Telemanagement	6040	53.00	Pay Phone-A. Hall
456102	West Sonoma County Disposal	7202	260.35	Waste Removal
456480	Doran-Girard, Cheryl	6631	2,220.00	Nov Consulting
456480	Doran-Girard, Cheryl	6410	6.60	Postage
456480	Doran-Girard, Cheryl	6400	297.07	Office Expense
456013	Blankenship, Scott	6040	40.00	Website Services
456010	PGE	7320	221.18	Utilities
456160	AT&T	6040	64.94	Dist Off Telephone

5,440.81

Camp Meeker Recreation & Park--Operations						
BUDGETED FINANCIAL STATEMENT						
Operating Expenditures						
6040	Communication	3,000	560	2,440.06	18.66%	
6060	Food	-	-	-		
6080	Household Expense	-	-	-		
6084	Janitorial Supplies	500	-	500.00	0.00%	
6085	Janitorial Service	1,500	-	1,500.00	0.00%	
6100	Insurance	2,600	-	2,600.00	0.00%	
6150	Maintenance-Hydrants	-	-	-		
6180	Maintenance-Bldgs	2,500	-	2,500.00	0.00%	
6235	Maintenance-Local Projects	500	-	500.00	0.00%	
6280	Memberships	400	-	400.00	0.00%	
6300	Miscellaneous Expense	1,800	685	1,115.00	38.06%	
6400	Office Expense	750	344	406.50	45.80%	
6410	Postage Expense	750	296	453.82	39.49%	
6430	Printing Services	-	-	#VALUE!		
6461	Supplies/Expenses	600	61	539.05	10.16%	
6463	Resource Material	-	-	-		
6500	Professional/Special	-	-	-		
6521	County Services	3,100	-	3,100.00	0.00%	
6580	Conventions & Meetings	-	-	-		
6530	Repairs	-	-	-		
6587	LAFCO Operating Costs	300	-	300.00	0.00%	
6610	Legal Services	15,000	5,685	9,314.79	37.90%	
6630	Audit/Accounting Services	3,000	3,152	(152.00)	105.07%	
6631	Bookkeeping	10,000	8,568	1,432.00	85.68%	
6637	Property Tax Administration	400	-	400.00	0.00%	
6700	Contri-Vol Firemens'	1,500	-	1,500.00	0.00%	
6800	Public/Legal Notices	250	-	250.00		
6820	Rents/Leases-Equipments	2,000	424	1,575.86	21.21%	
6840	Rents/Leases-Buildings	-	-	-		
7005	Election Expense	2,000	-	2,000.00		
7070	Fish & Game Permits	-	-	-		
7201	Gas & Oil	2,800	466	2,334.40	16.63%	
7202	Water & Sewer	3,500	1,733	1,766.64	49.52%	
7320	Utilities	1,500	624	876.10	41.59%	
7910	Debt Interest	-	-	-		
	Total Services/Supplies	60,250	22,598	#VALUE!	37.51%	
Fixed Assets:						
8510	Buildings/Improvements	-	-	-		
8511	Remodel/Rehab/Renovate	17,500	-	-	0.00%	
8515	Engineering Services	5,000	-	5,000.00	0.00%	
8517	Administrative	-	-	-		
8560	Equipment--Current Year	-	-	-		
8620	OT --W/In Fund	7,000	-	7,000.00	0.00%	
	Total Fixed Assets	29,500	-	29,500.00	0.00%	
9000	Appropriation For Contingency	5,000	-	5,000.00		
	Total Budget	96,405	23,078	73,327.22	23.94%	
cdg/12/15/2009						

Camp Meeker Recreation & Park District

Warrant # W2009/2010-006

Vendor #	Vendor	SubObj	Amount	Explanation
456167	Russian River Utility	6540	6,991.77	Contract
456158	State of California-Health Serv	6300	2,214.00	Small System Fees
456480	Doran-Girard, Cheryl	6631	1,480.00	Consulting-Nov/Dec 2009
456480	Doran-Girard, Cheryl	6300	101.11	Photocopies
456013	Blankenship, Scott	6040	60.00	Website
456171	Perry Johnson	6610	637.00	Legal/Nov

11,483.88

Camp Meeker Recreation & Park District

Warrant # W2009/2010-007

Vendor #	Vendor	SubObj	Amount	Explanation
456167	Russian River Utility	6530	2,735.86	Hydrant-Alliance
456167	Russian River Utility	6530	1,584.13	Hydrant-Alliance

4,319.99

Camp Meeker Recreation & Park District

Warrant # W2009/2010-008

Vendor #	Vendor	SubObj	Amount	Explanation
456167	Russian River Utility	8521	4,401.99	Pipeline Repair-Alliance
456167	Russian River Utility	8521	1,227.06	Intertie-Union Park

5,629.05

Camp Meeker Recreation & Park--Water Operations				12/15/2009	
BUDGETED FINANCIAL STATEMENT					
Income		BUDGET	AMOUNT	BALANCE	%
1001	Flat Charges	127,040	-	127,040	0.00%
1007	Flat Charges-CY Secured -July	-	-	-	
1061	Flat Charges-Prior Year	-	-	-	
1700	Interest--Pooled Cash	750	-	750	0.00%
1460	Water Permit Fees	-	-	-	
2900	OCSD Note Payment	6,673	-	6,673.00	
4031	Sale-Water	-	-	-	
4032	Sale-Water Residential	122,490	65,070	57,420	53.12%
4106	Refunds	-	-	-	
4109	Outdate/Cancel Warrants	-	-	-	
4620	Transfer W/In Fund	-	-	-	
	Total Revenues	256,953	65,070	191,883	25.32%
Operating Expenditures		BUDGET	AMOUNT	BALANCE	%
5940	Worker Compensation	400	-	400	0.00%
6040	Communications	1,500	60	1,440	4.00%
6100	Insurance	5,000	-	5,000	0.00%
6140	Maintenance-Equipment	-	-	-	
6150	Maintenance-Hydrants	1,500	-		0.00%
6280	Memberships	650	-	650	0.00%
6300	Miscellaneous Expense	500	2,622	(2,122)	524.48%
6400	Office Expense	750	70	680	9.33%
6410	Postage Expense	500	10	490	2.10%
6430	Printing Services	250	-	250	0.00%
6461	Supplies/Expenses	150	114	36	76.09%
6521	County Services	4,500	-	4,500	0.00%
6530	Repairs	-	4,320	(4,320)	
6540	Contract Services	88,275	39,440	48,835	44.68%
6580	Conventions & Meetings	150	-	150	0.00%
6587	LAFCO Operating	600	295	305	49.10%
6610	Legal Services	15,000	2,373	12,627	15.82%
6630	Audit/Accounting Services	5,500	4,997	503	90.85%
6631	Bookkeeping Services	18,500	11,642	6,858	62.93%
6637	Administration Cost	650	-	650	0.00%
6800	Public Legal Notices	1,200	280	920	23.37%
7005	Election Expense	5,000	-	5,000	
7320	Utilities	6,500	2,558	3,942	39.36%
7335	Storm Damage				
	Total Services/Supplies	157,075	68,782	86,393	43.79%
Fixed Assets:		BUDGET	AMOUNT	BALANCE	%
8452	Damages	-	-	-	
8500	Land	-	-	-	
8511	Remodel/Rehab	-	-	-	
8515	Engineering Services	-	-	-	
8521	Repairs/Maintenance	-	5,629	(5,629.05)	
8560	Equipment	10,000	-	10,000	0.00%
8620	Transfers W/I A Fund	126,000	-	126,000	0.00%
		-	-	-	
	Total Fixed Assets	136,000	5,629	130,371	4.14%
9000	Appropriation For Contingency	-	-	-	
	Total Budget	293,075	74,411	216,764	25.39%

Camp Meeker Recreation & Park District

Warrant # D2009/2010-005

Vendor #	Vendor	SubObj	Amount	Explanation
456013	Blankenship, Scott	6040	225.00	Website: Dam Project
456171	Perry, Johnson	6610	120.00	Legal-SCC/Tribal Agrmts

345.00

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

December 4, 2009

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

RE: CAMP MEEKER PAST DUE ACCOUNTS

- **Accounts 10, 127, 134, 200*, 207, 220, 330 and 358:** Lock off scheduled for 12/8/09. *Acct 200 said he was sending pmt last month but did not. He'll be locked off this month if pmt isn't received. He does not live at the property and does not use water.
- **Accounts 48, 60, 65, 101, 102, 116, 129, 132, 140, 151, 152, 164, 166, 190, 202, 231, 246, 263, 298,304, 306, 311, 332, 338 and 354:** Past dues will be processed on or around the 22nd for lock off scheduled on or around the 4th of January.
- **Account 162:** Lien. In pre-foreclosure.
- **Account 176:** Lien. In pre-foreclosure.
- **Account 198:** Lien. Shall we go through process of pulling meter?
- **Account 327:** Lien. Meter was pulled July 6, 2009.

As always, call with any questions.

[REDACTED]
[REDACTED]

Friday, December 4, 2009		Russian River Utility			Page -1 of 1	
CAMP MEEKER REC & PAF		PAST DUE LIST				
ACCT #	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
1	40.20			80.62	11/10/2009	40.20
3	46.66			65.22	10/14/2009	46.66
10	110.47	142.12	10.43	300.00	10/6/2009	263.02
14	44.98			55.08	10/16/2009	44.98
15	41.19			140.00	10/21/2009	41.19
23	44.68			90.12	11/18/2009	44.68
24	42.76			130.16	11/6/2009	42.76
28	54.42	1.01		60.00	10/26/2009	55.43
35	46.80			145.00	11/6/2009	46.80
36	43.48			44.10	11/10/2009	43.48
38	50.85			52.41	10/26/2009	50.85
39	43.84			43.24	10/28/2009	43.84
41	45.46			45.66	10/30/2009	45.46
47	47.64			102.96	11/6/2009	47.64
48	43.52	43.80		88.86	9/22/2009	87.32
60	44.78	43.94		134.76	10/2/2009	88.72
65	41.64	13.70		60.00	12/1/2009	55.34
68	51.79			50.00	11/10/2009	51.79
72	42.00			41.08	11/17/2009	42.00
78	0.06			40.60	11/24/2009	0.06
92	44.26			44.80	10/26/2009	44.26
94	44.50			93.16	11/25/2009	44.50
97	41.90			125.38	11/6/2009	41.90
101	42.98	43.72		86.76	9/15/2009	86.70
102	52.14	55.38		69.18	10/9/2009	107.52
107	82.33			91.00	11/17/2009	82.33
111	41.60			140.00	9/18/2009	41.60
116	46.92	45.98		95.52	10/26/2009	92.90
119	38.36			40.50	11/3/2009	38.36

127	44.82	44.20	46.08	182.00	8/11/2009	135.10
129	43.46	38.36		50.00	11/24/2009	81.82
130	47.52			46.54	11/10/2009	47.52
131	46.80			48.30	11/17/2009	46.80
132	51.42	48.23		67.00	11/6/2009	99.65
134	41.74	41.14	41.66	40.00	10/14/2009	124.54
137	67.20			67.48	11/6/2009	67.20
139	59.94			200.00	11/6/2009	59.94
140	47.32	49.74		165.15	10/6/2009	97.06
149	51.12			51.66	11/13/2009	51.12
150	44.40	5.44		91.30	10/21/2009	49.84
151	44.90	51.75		47.30	10/30/2009	96.65
152	46.34	43.76		43.23	9/15/2009	90.10
153			1,069.72	80.00	5/18/2007	1,069.72
159	43.20			45.92	10/30/2009	43.20
162	40.00	40.00	300.66	339.54	4/7/2009	380.66
164	45.96	49.17		49.47	11/24/2009	95.13
165	43.20			41.84	11/13/2009	43.20
166	42.26	41.70		135.44	10/6/2009	83.96
168	45.56			138.00	11/6/2009	45.56
174	44.94			40.71	11/24/2009	44.94
176	40.00	40.00	652.06	133.80	6/3/2008	732.06
179	42.16			130.07	11/10/2009	42.16
182	48.99			125.54	10/26/2009	48.99
185	41.30			300.00	6/12/2009	41.30
190	40.00	40.00		40.00	10/14/2009	80.00
193	40.00			371.27	10/16/2009	40.00
194	52.73			55.00	12/2/2009	52.73
196	43.42			45.94	10/16/2009	43.42
198	40.00	40.00	835.00	40.00	2/28/2008	915.00
200	40.00	40.00	80.00	80.00	8/21/2009	160.00
202	41.84	41.48	0.02	85.76	10/9/2009	83.34
203	42.96			179.71	11/13/2009	42.96
204	41.74			41.50	10/16/2009	41.74

207	40.84	41.04	15.57	60.00	11/10/2009	97.45
208	45.36			45.74	10/21/2009	45.36
209	57.54			49.53	10/16/2009	57.54
212	46.20			46.78	11/6/2009	46.20
217	40.00			40.00	11/6/2009	40.00
219	42.94	42.00		42.18	10/6/2009	84.94
220	70.94	71.18	73.38	290.06	8/11/2009	215.50
224	42.00			166.86	10/14/2009	42.00
226	43.24			88.88	10/30/2009	43.24
231	43.88	44.60		134.94	10/9/2009	88.48
232	45.44			44.26	11/3/2009	45.44
237	44.82			105.96	12/1/2009	44.82
246	46.92	23.23		50.00	12/2/2009	70.15
248	40.60			50.00	11/10/2009	40.60
249	47.48			48.21	10/28/2009	47.48
263	42.96	32.80		100.00	11/6/2009	75.76
264	45.24			45.32	10/28/2009	45.24
267	40.52			49.14	10/30/2009	40.52
276	46.72	50.73		109.26	9/18/2009	97.45
279	53.61			52.71	10/26/2009	53.61
282	41.90			42.98	11/6/2009	41.90
283	47.28			49.98	11/6/2009	47.28
287	48.94			160.00	11/6/2009	48.94
296	1.38			40.00	12/1/2009	1.38
298	42.30	41.52		80.68	9/22/2009	83.82
301	44.52	45.98		48.60	10/26/2009	90.50
302	42.42			43.36	10/28/2009	42.42
304	45.82	45.42		93.96	10/14/2009	91.24
306	44.44	46.31		33.00	10/14/2009	90.75
307	42.84			43.90	11/10/2009	42.84
310	51.12			50.19	11/3/2009	51.12
311	40.14	40.40	0.46	40.20	9/29/2009	81.00
314	47.40			48.96	10/26/2009	47.40
316	44.72	47.54		51.45	10/26/2009	92.26

318	65.26				106.93	11/10/2009	65.26
320	40.00	0.44			40.00	10/26/2009	40.44
321	42.66				45.98	10/21/2009	42.66
327			1,459.08		178.98	7/25/2006	1,459.08
330	48.54	51.45	59.04		59.64	9/22/2009	159.03
332	45.40	47.76			49.86	9/29/2009	93.16
338	41.76	41.98	7.60		160.00	8/14/2009	91.34
339	29.42				100.00	11/3/2009	29.42
354	40.00	40.00			80.00	9/29/2009	80.00
358	53.94	59.73	56.85		176.86	9/1/2009	170.52
362	6.04				480.00	1/7/2009	6.04
370	57.60						57.60
	4,842.54	1,858.73	4,707.61		10,080.98		11,408.88
	Accounts Listed:		109				

METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED IN GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS	NOTES
Alliance Master Meter Union Park	363 369	JAN	1,607,300	499,700	1,107,600	993,620	68.91	10.29	
Alliance Master Meter Union Park	363 369	FEB	1,608,100	495,300	1,112,800	1,005,020	69.20	9.68	
Alliance Master Meter Union Park	363 369	MARCH	1,245,600	352,000	893,600	902,380	71.74	-0.98%	
Alliance Master Meter Union Park	363 369	APRIL	1,411,300	395,300	1,016,000	855,800	71.99	15.76	
Alliance Master Meter Union Park	363 369	MAY	1,468,100	438,500	1,029,600	955,390	70.13	7.20	
Alliance Master Meter Union Park	363 369	JUNE	1,699,100	503,300	1,195,800	1,110,600	70.37	7.12	
Alliance Master Meter Union Park	363 369	JULY	2,269,500	693,100	1,576,400	1,467,800	64.67	6.89	
Alliance Master Meter Union Park	363 369	AUG	2,047,900	644,600	1,403,300	1,312,690	68.52	6.45	
Alliance Master Meter Union Park	363 369	SEPT	2,351,900	748,000	1,603,900	1,538,350	65.54	4.08	
Alliance Master Meter Union Park	363 369	OCT	2,239,900	602,800	1,637,100	1,302,390	73.09	20.44	
Alliance Master Meter Union Park	363 369	NOV	1,580,100	588,000	992,100	861,240	62.78	13.19	
Alliance Master Meter Union Park	363 369	DEC							
	TOTAL 2009		19,528,800	5,960,600	13,568,200	12,305,280		101.09	
	Total 2008		23,183,499	9,129,300	14,054,199	13,184,640	60.62	6.19	OCSD loss 16.07%
	Total 2007								

The Dutch Bill Creek Fish Barrier Elimination Program

The Dutch Bill Fish Barrier Elimination Program entailed three major project components: the removal of a small (15' high) dam that formerly impounded a swimming lake for the community of Camp Meeker, the retrofitting of the Market St. culverts, and the installation of rock weirs below the culver.. Both sites were partial barriers to adult steelhead spawning migration and complete barriers to coho salmon.

Both the design and implementation of the Dutch Bill project were supervised by the Gold Ridge Resource Conservation District, and the project was funded by grants from a number of both state, federal and local agencies: the State Coastal Conservancy, the California Department of Fish and Game, the Sonoma County Water Agency, the US Fish and Wildlife Service, the National Association of Counties, NOAA Restoration Center, and the National Fish and Wildlife Foundation. A critical component of this project's success was the collaborative spirit of the Camp Meeker Recreation and Park District (Landowner) and the community of Camp Meeker. Without the support and partnership and the Camp Meeker Recreation and Park District, this project would never have had community buy-in, and ultimately would not have happened.

Camp Meeker Dam Removal and Channel Restoration

The Camp Meeker Dam was constructed in the 1940s to form a swimming lake on the mainstem of Dutch Bill Creek in the community of Camp Meeker. The dam measured approximately 15' in height, and with a triple concrete weir on its downstream side, posed an insurmountable barrier to spawning coho salmon. Because of restrictions from the California Department of Fish and Game (DFG) instream dams for recreational uses, such as the one in Camp Meeker, were no longer considered compliant with beneficial uses of salmonid bearing streams, and the lake had not been filled since the late 1990s, the dam flashboards removed, and the site had become overgrown with non-native plants.

The dam removal and creek restoration project was designed by Syd Temple, PE (Questa Engineering), and called for the complete removal of the dam and weirs and the restoration of roughly 300' of upstream channel from an aggraded and overgrown condition to an ecologically functioning stream channel and riparian corridor. Plans included the addition of appropriately sized substrate to the newly reconstructed channel, and the placement of boulders and construction of large wood structures to dissipate stream energy, encourage channel stability and develop channel complexity. In addition, since the community was losing both a creek crossing (the dam top) and a recreational facility, plans called for the construction of a new pedestrian bridge and channel wading pool as stream-related focal points for the community.

The Dutch Bill Creek Fish Barrier Elimination Program

Construction was contracted to Prunuske Chatham, Inc. (PCI) and its subcontractors, and work commenced in early August and continued through early November of 2009. Resident fish were relocated and the stream was dewatered through the entire site (including the Market Street site downstream). The concrete dam and weirs took two to three weeks to remove, and channel restoration work commenced immediately thereafter.

A significant challenge to the project came in mid-October, when the first significant storm of the season dropped 6 inches of rain on the region. Channel restoration was only partially complete, and PCI had to scramble to make the unfinished section of the channel ready to convey streamflow. Dutch Bill Creek rose dramatically during the storm, overwhelming the capacity of the dewatering system, but the partially restored channel weathered the storm with a minimum of adjustment.

The new pedestrian bridge was placed on October 22, and restoration work – including riparian revegetation and placement of erosion control measures – and Phase I of the project was brought to a successful conclusion in early November, in time for the next major storm.

Market Street Culvert Retrofit and Fish Passage Improvement

The Market Street project site consisted of a 1960s-era concrete double culvert with a low-gradient concrete apron at its outlet. The apron created a drop of 3-5 feet to the natural stream channel, and was a complete barrier to upstream migration of spawning coho salmon, while the culvert itself posed a velocity barrier to fish migration. The restoration project called for the retrofitting of the interiors and outlets of both culverts with concrete baffles to disperse flow energy and create a low-flow channel in each culvert, as well as removal of the apron and the construction of 6 boulder weirs between the culvert and the natural channel to create a series of pools that would be passable to fish. This portion of the project was designed by Eric Austenson, PE (Streamline Engineering).

Construction of this project component was also contracted to and started in mid-August of 2009. Almost immediately, soil contaminated with petroleum was discovered beneath the apron. Construction halted for about 2 weeks while the soil was excavated and tested and design modifications were made. By the time of the first significant storm in mid-October, concrete work was complete, but only one boulder weir had been finished. Both the new baffles and completed weir performed perfectly during the storm, and construction continued as soon as the channel could be dewatered. Work was completed on the Market Street project in early November, just in time for the next storm.