

Minutes of the Regular Meeting
Of the
Board of Directors of the
Camp Meeker Recreation and Park District
Tuesday, January 19, 2010, 7:00 pm
ANDERSON HALL, 101 LAKESIDE
CAMP MEEKER, CALIFORNIA 95419

I. CALL TO ORDER

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

II. ROLL CALL

Directors Fawcett, Anderson, Ming, Murchison and Watson were present.

II. APPROVAL OF AGENDA

President Fawcett advised that Section VIII, Item B "Water Line Break" needs to be postponed until the February meeting as further information is needed.

A MOTION WAS MADE BY MIKE MING, SECONDED BY CATHIE ANDERSON TO APPROVE THE AGENDA AS CORRECTED.

The motion was approved.

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

There was no public comment.

VI. CONSENT ITEMS

A. Approval of minutes

The Board was advised of a correction in the title of the December 9, 2009 minutes from "Notice" to "Minutes." As there were no further additions, deletions, or corrections, A MOTION WAS MADE BY CATHIE ANDERSON, SECONDED BY SETH MURCHISON TO APPROVE THE MINUTES OF DECEMBER 9, 2009 AND DECEMBER 15, 2009 WITH THE CORRECTION TO DECEMBER 9.

The motion was approved.

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

B. Payment of claims

The Directors reviewed warrant requests G2009-2010/007 Rec & Park (January) \$7,750.36, W2009-2010/009 Water (January) \$9,901.96, W2009-2010/011 Water (Pipeline Repair) and D2009-2010/006 (Dam) \$906.18. A MOTION WAS MADE BY MIKE MING, SECONDED BY LYNN WATSON TO APPROVE THE JANUARY WARRANT REQUESTS AS PRESENTED.

The motion was approved.

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

C. Journal Vouchers

The Board approved a journal voucher transferring funds from the water capital fund to the water operations fund for repairs to the November failure.

D. Administrative and financial report

Ms. Doran-Girard reviewed various items of correspondence including receipt of recorded lien documents, proposed release of funds from the Bond Counsel as well as status of current tasks and tax reports.

VII. REPORT OF THE WATER SYSTEM OPERATOR

Jamie Dunton reported regarding system operations and advised that he will present information about the transmission main at the February meeting. President Fawcett inquired about the increased number of delinquent receivables and was referred to Russian River Utility staff for information about specific accounts.

VIII. UNFINISHED AND CONTINUING BUSINESS

A. WATER MAIN REPAIR-TOWER BRIDGE

DESCRIPTION: Rich Ingram of Brelje and Race, District Engineers, reviewed the situation relative to the Tower Bridge. He does not anticipate that the County will implement a permanent replacement for two-three years and is of the opinion that the chances of a water system main failure at the site increase as time passes. Brelje and Race recommends replacement of the pipe at an anticipated cost of \$118,000. While the materials to accomplish this can be to some extent reused when the County constructs a permanent bridge repair; there will be a cost anticipated at one-half to two-thirds of the initial repair for the second phase. Considerable discussion of possible alternatives and sources of funding were discussed. This item will remain on future agendas as information is gathered and reviewed.

ACTION: No action was taken.

B. WATER LINE BREAK

DESCRIPTION: The Board tabled discussion of engineers report on the break, actions by RRU, and future board actions.

ACTION: The Board will consider this issue at its February meeting.

C. UPDATE DAM PROJECT PROGRESS

DESCRIPTION: Jeff Fawcett reviewed the status of Dutch Bill Dam Project and his recent meeting with Lisa Hulette of GRRCD. He will be meeting with Doug Loudon regarding irrigation for plantings that will be hooked into the water system for approximately two years. In the course of the discussion an inquiry was made by a member of the public regarding the status of the replacement "bus stop" project. Gary Helfrich, former director, advised that the issue impeding the project was ADA compliance and electrical.

ACTION: No action was taken.

D. ARMAND GIRARD GROVE AND ARBORIST FOR REDWOOD TREES

DESCRIPTION: Director Anderson advised that the logs are available to be moved to a mill for the District's use. She has yet to review the recommended arborist materials as they were just recently received.

ACTION: No action was taken.

E. ANDERSON HALL RENOVATIONS & DISTRICT OFFICE MAINTENANCE AND REPAIRS

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

ACTION: No action was taken.

IX. NEW BUSINESS

A. COMMUNITY POTLUCK DONATION

DESCRIPTION: Director Anderson presented a request for a donation of \$400 to fund costs of a community potluck on February 13, 2010 managed by Scott Nickel. Donation will pay for music, paper products, drinks, and other supplies. Receipts are to be provided after event.

ACTION: A MOTION WAS MADE BY CATHIE ANDERSON, SECONDED BY MIKE MING TO APPROVE THE DONATION REQUEST TO FUND THE COSTS OF THE COMMUNITY POTLUCK IN THE AMOUNT OF \$400.

The motion was approved.

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

B. FIRE DEPARTMENT LEASE/OTHER RELATED MATTERS

DESCRIPTION: The Board was advised that all relevant documents have been received.

ACTION: No action was taken.

C. RECREATION AND PARK DISTRICT PROPANE TANK

DESCRIPTION: Director Anderson explained that the propane tank that services the District office is shared with the CMVFD. All propane costs are absorbed by the District and are dictated under the terms of the lease agreement with the Fire Department. The Board discussed the possibility installing a tank to service the District Office as proposed future use could result in increased propane usage and costs.

ACTION: The Board directed that staff research a new and larger tank.

D. SMART METERS

DESCRIPTION: Layna Berman made a presentation relative to concerns about PG&E installation of smart meters. She proposed that the District send a letter to appropriate Federal and State representatives regarding the installations. Discussion ensued.

ACTION: No action was taken.

E. RESOLUTION 2010-001: 2009/2010 FINAL BUDGET REVISION

DESCRIPTION: The Board considered revisions to the various aspects of the 2009/2010 budget of the Dam/Creek Restoration fund. The revisions are an increase in administrative, website and legal services related to the project that were not anticipated in the final budget for 2009/2010.

ACTION: A MOTION WAS MADE BY JEFF FAWCETT, SECONDED BY MIKE MING TO APPROVE RESOLUTION 2010-001 DETAILING CHANGES TO THE FINAL BUDGET FOR 2009-2010 BUDGET YEAR FOR THE DAM/CREEK RESTORATION FUND.

The motion was approved.

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

F. STUDY SESSION/TRAINING DATE

DESCRIPTION: The Board discussed a date for a half-day training/study session for Board members.

ACTION: The Board agreed that a half-day training/study session will be held on Saturday, February 6 from 10 a.m. to 2 p.m. District Counsel and Russian River Utility will be asked to attend to review various District requirements and functions.

G. SUBCOMMITTEE ASSIGNMENTS

DESCRIPTION: The Board discussed and responsibilities for subcommittees were determined as follow:

Insurance—Mike Ming, Joint OCSD/CMRP Water Operations—Jeff Fawcett, Mike Ming, Budget—Jeff Fawcett, Lynn Watson, Media/Newsletter—Lynn Watson, Seth Murchison, Dutch Bill Project/GRRCD —Jeff Fawcett, Seth Murchison, Camp Meeker History—Jeff Fawcett and Cathie Anderson.

H. WEBMASTER REPLACEMENT

DESCRIPTION: The Board discussed replacement of its webmaster/designer, Scott Blankenship, who tendered his resignation effective this month and plans for changing the design and maintenance of the website. Jeff Fawcett will function as web-master until a comprehensive plan is developed.

ACTION: No action was taken.

XI. DIRECTORS' REPORTS

Seth Murchison advised that the supper club event went well with 64 people attending. There seems to be excitement and he anticipates one per month. Secondly, he advised that Stan Wickham who has developed a "fix" for failing septic systems is available for a presentation at the February meeting.

Jeff Fawcett advised that he has 1.) has explored grant dollars for further developing the creek restoration (Camp Meeker Commons); 2.) proposes a water system "field trip" conducted by Russian River Utility and Brelje and Race for the Board and community members who are interested; and 3.) Carolyn Riseley has expressed interest in the history-gathering project. He suggested an agenda item to solicit history items and volunteers to work on the project.

Camp Meeker Recreation & Park District
Board of Directors Meeting Minutes
January 19, 2010
Page 5

XII. ADJOURNMENT

As there were no further items to be brought before the Board at this time, A MOTION WAS MADE BY SETH MURCHISON, SECONDED BY CATHIE ANDERSON TO ADJOURN THE REGULAR MEETING OF THE CAMP MEEKER RECREATION DISTRICT BOARD OF DIRECTORS.

The motion was approved.

The meeting adjourned at 9:35 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

Rev. 02/09/2010-1