

Minutes of the Regular Meeting
Of the
Board of Directors of the
Camp Meeker Recreation and Park District
Tuesday, June 15, 2010, 7:00 pm
5240 Bohemian Highway, (Next To Firehouse)
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order by President Fawcett at 7:02 p.m.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

A motion was made by Cathie Anderson to approve the agenda as written. The motion was approved.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

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

As there were no additions, deletions or corrections to the minutes of May 18, 2010, a motion was made by Cathie Anderson to approve the minutes as written.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

B. Payment of claims

A motion was made by Cathie Anderson to approve warrant requests G2009/2010-012 Rec & Park (June) \$2,495.81 and W2009/2010-018 Water (June) \$10,098.67.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

C. Administrative and financial report

Ms. Doran-Girard related items of recent correspondence including LAFCO elections, Sonoma County's charges for services for the current year, and information regarding fiscal year-end close requirements. She further advised that the yearly fiscal audit is scheduled for October 18 although she will be submitting various items of information prior to the actual audit.

VII. REPORT OF THE WATER SYSTEM OPERATOR

Jamie Dunton of Russian River Utility, water operator, reported that water system operations are running smoothly. He pointed out an error in the percentage loss column of statistical water sales worksheet. The correct loss percentage is 9.14%.

Cathie Anderson pointed out that there has been a reduction in the total amounts past due from customers.

VIII. UNFINISHED AND CONTINUING BUSINESS

A. WATER MAIN REPAIR-TOWER BRIDGE

DESCRIPTION: Richard Ingram, from Brelje and Race, presented the recommendation for Piazza Construction to perform the proposed work on the Tower Bridge at a cost of \$9,499.00. Considerable discussion ensued regarding the award process.

ACTION: After discussion, a motion was made by Cathie Anderson to accept the bid from Piazza Construction in the amount of \$9,499.00 to complete the repairs to the Tower Bridge.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

B. CREEK RESTORATION PROJECT PHASE 2

DESCRIPTION: Lisa Hulette of Gold Ridge RCD and Steve Chatham of Prunuske Chatham presented plans for work that will complete the project, including work to be performed at the Armand Girard Grove. Discussion ensued regarding various aspects of the project work including the bulletin board.

ACTION: A motion was made by Jeff Fawcett to approve the work to be performed in Phase 2.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

IX. NEW BUSINESS

C. WATER RATES ADJUSTMENT

DESCRIPTION: Director Fawcett described a projected revenue shortfall in the water system budget and the steps required to make appropriate adjustments, including the changes to current water rates. Further information and discussions will occur sometime after July/August.

ACTION: No action was taken on the scope of adjustments to consider and possible scheduling of public hearings.

D. CAMP MEEKER COMMONS

DESCRIPTION: Director Fawcett advised that he will contact Lisa Hulette to discuss the first steps in developing areas of public use centered on the recently completed creek restoration, Anderson Hall, and other District resources. Scheduling public scoping sessions and hiring a grant writer under the 2010-2011 FY budget allocation will be discussed.

ACTION: No action was taken.

E. RESOLUTION 2010-006 REVIEW OF INSURANCE COVERAGE LIMITATIONS FOR THE FISCAL YEAR 2010-2011; AND, APPROVAL OF COVERAGE LIMITATIONS AND CARRIER PAYMENT

DESCRIPTION: The Board reviewed the insurance coverage limitations provided by SDRMA for the fiscal year 2010-2011. As in past years coverage limitations were set at 5 million dollars to provide the District with coverage appropriate to its assets/activities.

ACTION: A motion was made by Jeff Fawcett to approve Resolution 2010-006 setting coverage limitations at 5.0 million dollars and approving a total carrier payment of \$5685.02.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

F. LARRY JOHNSON, CPA AUDITOR ENGAGEMENT APPROVAL FOR FISCAL YEAR ENDING JUNE 30, 2010

DESCRIPTION: The Board reviewed proposed audit services to be provided for the fiscal year ending June 30, 2010 by Larry Johnson, CPA and approve the engagement of Mr. Johnson to complete the required yearly fiscal audit at a cost of \$8,400.

ACTION: A motion was made by Cathie Anderson to approve the engagement of Larry Johnson, CPA to complete the June 30, 2010 fiscal year audit at a cost of \$8,400.00.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

XI. DIRECTORS' REPORTS

Cathie Anderson advised that arrangements have been made for picnic area clean-up throughout the summer at a cost of \$25.00/week. Trash receptacles have been purchased for this purpose. She also advised that the Camp Meeker History group has agreed that the group will meet on the second Tuesday of each month at the District office at 6:00. The next meeting will be July 13. Lastly, Cathie informed the group that the locks at the District office will be changed within the next few weeks.

Jeff Fawcett advised that he has been in contact with Michael Ming regarding the Cal Fire summer scheduling. Additionally, he has discussed various District matters with Bob Swift at PRMD including the feasibility of upgrading the District office.

XII. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Cathie Anderson that the June meeting of the Camp Meeker Board of Directors be adjourned. The meeting adjourned at 8:44 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

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