

Minutes of the Regular Meeting
Of the
Board of Directors of the
Camp Meeker Recreation and Park District
Tuesday, May 18, 2010, 7:00 pm
ANDERSON HALL, 101 LAKESIDE
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

President Fawcett called the meeting to order at 7:03 p.m.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

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

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

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

Jeffry Fawcett advised that the CMVFD Pancake Breakfast is scheduled for May 30 and that the April minutes should reflect that correction. Cathie Anderson advised that the costs for heater replacement do not include permitting costs. As there were no further corrections, additions or deletions, a motion was made by Cathie Anderson to approve the minutes of April 20 with corrections.

The motion was approved.

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

B. Payment of claims

A motion was made by Cathie Anderson to approve warrant requests G2009-2010-011 Rec & Park (May) \$6,491.65 and W2009-2010-017 Water (May) \$22,937.92.

The motion was approved.

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

C. Journal Entries

After discussion, a motion was made by Director Fawcett to approve journal entries for allocation of direct charges collected to appropriate debt funds, to correct sub-object change in the General fund (750018) and to transfer \$1,629.71 from the general fund (750018) to the Restoration and Development fund (750596). The

purpose of this transfer is to bring the Restoration fund cash balance to \$25,000 so that the District can qualify for matching funds grants.

A motion was made by Jeff Fawcett to approve the journal entries (vouchers).

The motion was approved.

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

D. Administrative and financial report

Ms. Doran-Girard reviewed recent correspondence for the Board and advised that fiscal year-end will be June 30 and all appropriate expenses and revenue should be submitted by the June meeting.

VII. REPORT OF THE WATER SYSTEM OPERATOR

In the absence of Russian River Utility staff, President Fawcett reported that there was nothing significant to report regarding operations for the current month.

VIII. UNFINISHED AND CONTINUING BUSINESS

A. WATER MAIN REPAIR-TOWER BRIDGE

DESCRIPTION: Director Fawcett reported that Rich Ingram of Brelje and Race has advised that the project is ready to go to bid; and, additionally, that Brelje has obtained the appropriate permits for the project.

ACTION: The Board took no action.

B. RESOLUTION 2010-003: DEFINITION OF MINOR AND MAJOR CONTRACT LIMITS

DESCRIPTION: The Board reviewed updated information from District Counsel, Malcolm Manwell's legal opinion regarding definition of an expedited bid process for minor contracts.

ACTION: After discussion, a motion was made by Seth Murchison to adopt Resolution 2010-003.

The motion was approved.

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

C. WATER SYSTEM TOUR

DESCRIPTION: Jeff Fawcett related that the tour taken by he and Michael Ming with Jamie Dunton of Russian River Utility had taken considerable time. While the tour would be worthwhile for those interested in participating it would take some time to prepare a map and organize a community-wide tour.

ACTION: The Board agreed to revisit the tour and contingent arrangements in two months.

IX. NEW BUSINESS

D. DUTCH BILL CREEK BRIDGE PROJECT: HANDRAILS

DESCRIPTION: Director Murchison initiated a discussion regarding the color of handrails leading to bridge access and recommended that the handrails remain unpainted as this option would resolve any future maintenance issues

ACTION: A motion was made by Director Murchison that the handrails leading to the new bridge access remain unpainted.

The motion was approved.

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

E. RESOLUTION 2010-004: APPROVAL OF PRELIMINARY BUDGET FOR FISCAL YEAR COMMENCING JULY 1, 2010 AND ENDING JUNE 30, 2011.

DESCRIPTION: The Board reviewed the proposed preliminary budget, which California law requires is adopted by June 30, 2010. Decreased water usage over the last few years has resulted in continually less revenue to the water fund and a shortfall in revenue vs. expenses. An anticipated need for an increase in water rates that will be addressed in the final budget scheduled for approval by September 30, 2010.

ACTION: A motion was made by Cathie Anderson to approve Resolution 2010-004, Approval of Preliminary Budget for the fiscal year ending June 30, 2011.

F. RESOLUTION 2010-005: APPROVAL OF APPROPRIATIONS LIMIT 2010-2011

DESCRIPTION: California State law requires the District to choose an appropriations (spending) limit and the method by which the limit is determined. Traditionally, the District has used the appropriations limit calculations provided by the County of Sonoma's auditor's office. This limit applies only to the District's non-enterprise or tax dollar based funds. The County of Sonoma Auditor recommends that the District's limit be established at \$218,906 for the fiscal year ending June 30, 2011.

ACTION: A motion was made by Jeff Fawcett to approve Resolution 2010-005 to establish the District's appropriation's limit of \$218,906 for the fiscal year ending June 30, 2011 as determined by the County of Sonoma auditor's office calculations.

The motion was approved.

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

G. WEBSITE DEVELOPMENT

DESCRIPTION: The Board discussed upgrading the District website, a request to commit \$2500 to the project, and engaging the services of a web developer.

ACTION: A motion was made by Seth Murchison to commit \$2500 to the project and engage the services of the web developer.

The motion was approved.

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

XI. DIRECTORS' REPORTS

Cathie Anderson suggested that the locks for the District office be changed to control access and protect the District's property and records. Currently, there is no record of who has keys to the facility. She also stated that allowing the Fire Department to use the facility for storage could result in further damage to the linoleum that seems to be coming away from the sub-floor. She felt that the Fire Department could solve their storage problem via the lease of a POD. Cathie also related that the plant and container located at

Anderson Hall have been stolen and that the signage from the Anderson Hall renovation has been removed.

Jeff Fawcett and Cathie Anderson also discussed the recent History group meeting and advised that the next meeting will be held on June 9 at Anderson Hall at 6:00 p.m.

Seth Murchison reported that the Supper Club has been so successful that it has been necessary to turn folks away and that St. Dot's has expressed interest in holding one at their facility. Discussion ensued regarding clean-up and related matters. He also offered suggestions for the "Camp Meeker Commons" and beach development.

Jeff Fawcett reported that he has not yet spoken with PRMD regarding the District office building.

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 May meeting of the Camp Meeker Board of Directors be adjourned. The meeting adjourned at 8:53 p.m.

Respectfully submitted,
CHERYL DORAN-GIRARD
Rev. 6/10/2010-1 rev.