

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

Tuesday, September 21, 2010, 7:00 pm  
DISTRICT OFFICE (NEXT TO FIREHOUSE)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

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

II. ROLL CALL

Directors Anderson, Fawcett, Ming, and Watson were present when the meeting was called to order.  
Director Murchison entered the meeting late.

III. APPROVAL OF AGENDA

As there were no corrections, additions, or deletions to the agenda as published, a motion was made by Cathie Anderson, and seconded by Michael Ming to approve the agenda as presented.  
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

Layna Berman advised the Board that it was her understanding that the Chenoweth land fell out of escrow and suggested that this issue be further investigated with respect to acquisition on the part of the District.

Nancy Ames described the progress of the History Group's research and requested space in the District office for posting of a timeline delineating events in Camp Meeker history.

VI. CONSENT ITEMS

A. Approval of minutes

As there were no additions, deletions, or corrections to the minutes of August 17, 2010, a motion was made by Michael Ming, seconded by Cathie Anderson to approve the minutes with a correction to the vote of item G: District Parliamentary Procedures. The vote is corrected to read: 2 Yes, 1 No and 1 Absent.

The motion was approved.

Ayes: 5    Noes: 0    Abstain: 0    Absent: 0

B. Payment of claims

After discussion, motion was made by Michael Ming, and seconded by Cathie Anderson to approve warrant requests G2010-2011-003 (R&P-September) \$4,503.93, W2010-2011-003 (Water-September) \$10,481.77, and AB2010/2011-001 (USDA Loan) \$59,400.62.

The motion was approved.

Ayes: 5    Noes: 0    Abstain: 0    Absent: 0

C. Journal Entries

Ms. Doran-Girard advised that it would be necessary to transfer funds from the water operations fund in the amount of \$1400.00 to cover the October Department of Water Resources loan payment due October 1; and, additionally, a cash transfer of \$30,000.00 is needed to cover expenses in the water operations fund. The second transfer is the second of an anticipated and budgeted transfer in the current fiscal year.

A motion was made by Michael Ming, seconded by Cathie Anderson to approve journal entries for the DWR loan payment transfer of \$1,400.00 and the budgeted cash transfer to water operations from the water capital fund in the amount of \$30,000.00

The motion was approved.

Ayes: 5          Noes: 0          Abstain: 0          Absent: 0

D. Administrative and financial report

Ms. Doran-Girard reported regarding various items of correspondence and pending District tasks including the open audit by the California Department of Parks for the Anderson Hall project. She advised that the State Controller's report, due September 30, is scheduled for completion later this week.

VII. REPORT OF THE WATER SYSTEM OPERATOR

Jamie Dunton of Russian River Utility reported that there have been no significant problems or complaints relative to water system operations this month. President Fawcett initiated a discussion relative to accounts receivable and water use.

VIII. UNFINISHED AND CONTINUING BUSINESS

A. DISTRICT PARLIAMENTARY PROCEDURES

DESCRIPTION: Director Fawcett reviewed procedures followed by the Board regarding the making of motions and other procedures based on Robert's Rules of Order. After considerable clarification and discussion that included input and comments from the community members attending, a motion was made by Cathie Anderson to retain the formal rules presently in place, to wit, all motions will require a second, the chair will call for a voice vote, chair is precluded from making a motion, the motion was seconded by Seth Murchison.

After further discussion relative to Robert's rules that apply to conduct appropriate for small boards and formal versus more relaxed functioning, the motion was amended as below:

ACTION: Seth Murchison moved, and Michael Ming seconded that the Board default will be to follow customary Robert's Rules procedures that all motions will require a second, the chair will call for a voice vote, the chair is precluded from initiating a motion; and, in the event that the Board finds it advantageous to streamline meeting procedures, it reserves the right to function under Robert's small board rules of conduct. Any functioning under the streamlined Robert's Rules will be clearly and precisely stated at the beginning of such meeting.

The motion was approved.

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

B. WATER MAIN REPAIR-TOWER BRIDGE

DESCRIPTION: Rich DiTommaso of Brelje and Race reported that the Tower Bridge repair and inspection is complete and the County's requirements have been met. Piazza Construction has submitted, along with copies of permit documents, a final billing that includes additional permit costs. Discussion ensued regarding quality of the work completed and various aspects of the repair including when Sonoma County might schedule bridge replacement.

ACTION: A motion was made by Seth Murchison, seconded by Cathie Anderson to approve final payment to Piazza Construction, in the amount of \$9,725.00 for repairs to the Tower bridge. The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

C. WEBSITE DEVELOPMENT

DESCRIPTION: Director Fawcett presented revised website examples and advised that he will complete the programming for the site.

ACTION: No action was taken.

D. WATER RATE INCREASE AND SETTING THE PUBLIC HEARING--ORDINANCE NO. 10.

DESCRIPTION: The Board previously reviewed and approved a budget for the fiscal year, including sources of probable revenue. It appears that the District will be short in its funding and therefore it is proposed that the Board raise water rates as follows:

CURRENT WATER RATES	
Consumption Block (in units = 1,000 gallons)	Rate per Unit
0	\$2.00
4	\$3.00
10	\$6.00
15	\$12.00
30	\$24.00

PROPOSED WATER RATES	
Consumption Block (in units = 1,000 gallons)	Rate per Unit
0	\$2.00
5	\$7.50
10	\$15.00
15	\$25.00
30	\$45.00

These increases are proposed for the remainder of Fiscal Year 2010-2011 and beyond, with the rate increase to start **effective December 1, 2010.**

**ACTION:** A motion was made by Michael Ming, seconded by Seth Murchison to set a public hearing for November 16, 2010 to allow the public to register protests and to review and consider adopting the above proposed rate increases and the Board is expected to direct staff to serve notice and post the proposed ORDINANCE change in accordance with law.

The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

## IX. NEW BUSINESS

### E. ROADSIDE DUMPING AND TRASH REMOVAL ISSUES

**DESCRIPTION:** Katrena and John Meyer, Camp Meeker residents not present at the meeting.

They advised that they are in contact with Sonoma County personnel; and, at present, will pursue that avenue relative to roadside dumping in her neighborhood and trash removal issues community-wide. The Board briefly discussed this issue.

**ACTION:** No action was taken.

### F. RESOLUTION 2010-10: ADOPTION OF FINAL BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2011

**DESCRIPTION:** The Board reviewed the final budget for the fiscal year ending June 30, 2011 as required by California law. The Final Budget for 2010-2011 differs from the Preliminary budget in that minor reductions have been made in water fund expenses to balance the budget.

**ACTION:** A motion was made by Seth Murchison, seconded by Lynn Watson to approve Resolution 2010-10 adopting a final budget as presented for the fiscal year ending June 30, 2011 as required by California law.

The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

### G. HISTORY PROJECT: EXTERNAL HARD DRIVE PURCHASE FOR DISTRICT USE

**DESCRIPTION:** The History group has begun to acquire scans of vintage photographs and hard copies of other materials relative to the history of Camp Meeker that will require archival disk space that the District does not presently have. Discussion of the suggested drives ensued; Director Murchison insisted that more appropriate equipment could be obtained from another vendor.

**ACTION:** A motion was made by Seth Murchison, and seconded by Cathie Anderson to purchase an external hard drive for archival use in preserving documents, images and audio/video footage at a cost not to exceed \$500.00.

The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

### H. ROUNDABOUT AND PLAY EQUIPMENT INSPECTION AND REPAIR

**DESCRIPTION:** Lynn Watson described a condition on the children's roundabout at the beach area and suggested an inspection of all District-owned equipment in the beach area and repair or replacement.

ACTION: A motion was made by Lynn Watson, and seconded by Michael Ming that all District owned play equipment be inspected by an appropriately certified repair service/individual and that repairs be made or a replacement made at a cost not to exceed \$1,000. Missing handles on the roundabout are to be replaced.

The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

I. PORTABLE TOILET AT FIREHOUSE

DESCRIPTION: Director Fawcett informed the Board that currently, the District rents a portable toilet from April through September at a monthly cost of \$155.82. The addition cost for keeping it the entire year would be \$934.92 per year.

ACTION: A motion was made by Lynn Watson to extend the contract of the portable toilet. There was no second to the motion. No action was taken.

XI. DIRECTORS' REPORTS

Lynn Watson informed the Board that she had contacted Sonoma County Public Works regarding the parking barrier situation. She was advised that the District would need a permit to install any barrier and would have to provide PRMD with a site map and plans to get approval.

Cathie Anderson advised that she has been working on various issues including the History group project.

Michael Ming informed the Board of a parked recreational vehicle on Sequoia. He also advised that Hal Wood is eager to have contract renewal for joint water system operation between OCSD-and CMRP. The present contract will expire in 2014.

Seth Murchison stated that the Chenoweth property is back on the market and he feels that the community should get involved in some kind of community purchase for parkland. The asking price is \$1,600,000. Seth has initiated discussions with the Sonoma Land Trust in this regard. It was suggested that he contact District Counsel regarding this issue to determine present status of Chenoweth litigation.

XII. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Cathie Anderson, and seconded by Seth Murchison that the September meeting of the Camp Meeker Board of Directors be adjourned.

The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

The meeting adjourned at 9:15 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD